

BOARD OF SUPERVISORS

Brown County



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HUMAN SERVICES COMMITTEE

Patrick Evans
Dan Robinson, Erik Hoyer,
Dan Haefs, Pat La Violette

HUMAN SERVICES COMMITTEE

Wednesday, February 25, 2015

5:30 p.m.

**Room 200, Northern Building
305 E. Walnut Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEM LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of January 28, 2015.

Comments from the Public

Report from Human Services Chair, Patrick Evans

1. **Review Minutes of:**
 - a. Aging & Disability Resource Center Board Meeting (January 22, 2015).
 - b. Community Options Program Planning Committee (January 26, 2015).
 - c. Human Services Board (February 12, 2015).
 - d. Veterans Recognition Subcommittee (January 20, 2015).

Communications

2. Communication from Supervisor Robinson re: That the new County Human Services Director and the Human Services Department staff put together a report to be presented at the August Human Services Committee, with monthly updates to the Committee that examines: CTC/In-patient Mental Health & AODA County Services; Community Mental Health & AODA County Services; Mental Health and AODA service offered by the community in general with which the County has a partnership.

Health Department

3. 2014 to 2015 Carryover Funds.

Veterans Services

4. 2014 to 2015 Carryover Funds.

Aging & Disability Resource Center

5. Family Care Transition Update.

Human Services Department

6. Resolution re: Helping families move from homelessness to self-sufficiency. *Standing Item until such time that there is action to be taken.*
7. Budget Adjustment Request (15-07): Any increase in expenses with an offsetting increase in revenue.
8. Budget Adjustment Request (15-08): Any increase in expenses with an offsetting increase in revenue.
9. Executive Director's Report.
10. Detox Update. *Motion at January Human Services Committee: To send to Human Services staff to come up with background/history as to when and why detox funding stopped and do research on the detox programs in other counties, including Dane County, and present to the Human Services Committee and further to direct staff to participate in community group activities to come up with a solution for detox for alcohol and heroin.*
11. Financial Report for Community Treatment Center and Community Programs.
12. Statistical Reports.
 - a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - b. Monthly Inpatient Data – Bellin Psychiatric Center.
 - c. Child Protection – Child Abuse/Neglect Report.
 - d. Monthly Contract Update.
13. Request for New Non-Continuous Vendor.
14. Request for New Vendor Contract.

Syble Hopp – No agenda items.

15. Such other Matters as Authorized by Law.
16. Adjourn.

Patrick Evans, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

PROCEEDINGS OF THE BROWN COUNTY
HUMAN SERVICES COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Human Services Committee** was held on Wednesday, January 28, 2015 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin

Present: Chair Evans, Supervisor Robinson, Supervisor La Violette, Supervisor Hoyer
Excused: Supervisor Haefs
Also Present: Nancy Fennema, Tim Schmitt, Roberta Morschauser, Lori Weaver, Eliza Killian, Judy Friederichs, Chua Xiong, Chad Weininger, other interested parties

I. Call Meeting to Order.

The meeting was called to order by Chairman Patrick Evans at 5:31 p.m.

II. Approve/Modify Agenda.

Motion made by Supervisor La Violette, seconded by Supervisor Hoyer to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

III. Approve/Modify Minutes of October 21, 2014.

Motion made by Supervisor Hoyer, seconded by Supervisor La Violette to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public: None.

Report from Human Services Chair, Patrick Evans

Chair Pat Evans indicated that interviews for the Health Department Director have been held and interviews for the Human Services Director will be held next week. Evans met with the MCOs who are coming in for Family Care as well as the IRIS organization. He has also had numerous meetings with Devon Christianson of the ADRC and she will be giving a presentation at the next Human Services meeting regarding the transition to Family Care. Evans continued that the State was here on Wednesday, however, not a lot of information was provided to the ADRCs. He indicated that Brown County will have an enrollment into Family Care of about 872 people by July 1 and thereafter there will be about 220 people per month transitioning over from July through October to bring the total to almost 1,600 people.

La Violette asked if people need to apply for Family Care. Evans responded that they do apply and then they transition over and the ADRC will be doing group, phone and office meetings as well as individual meetings to transition people. They will also be going to the CBRFs to enroll people. The State has not provided any additional funding to the ADRCs to increase staff for the transition and Evans felt that this would result in ADRC workers being swamped during the transition process.

1. Review Minutes of:

- a. **Aging & Disability Resource Center Nominating & Human Resources (October 17, 2014).**
- b. **Aging & Disability Resource Center Board Meeting (October 23, 2014 and December 9, 2014).**
- c. **Board of Health (August 12, 2014, October 14, 2014 and November 11, 2014).**
- d. **Community Options Program Planning Committee (November 24, 2014).**
- e. **Human Services Board (October 9, 2014, November 13, 2014 and December 11, 2014).**
- f. **Veterans Recognition Subcommittee (November 18, 2014).**

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Motion made by Supervisor Hoyer, seconded by Supervisor Robinson to suspend the rules and take Items 1 a-f together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor La Violette, seconded by Supervisor Hoyer to receive and place on file Items 1 a-f. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

2. **Communication from Supervisor Zima re: From Bob Koury regarding to consider and discuss getting some type of programs for our community for opiates and mental health.**

Bob Koury, 3636 Shawano Avenue, Green Bay, Wisconsin addressed the Committee with regard to the problem of addiction in Brown County and surrounding areas. He indicated that he has a family member who is addicted to heroin and opiates. Koury stated that he had attended an awareness program at the Arena and was impressed with the literature presented and the speakers, but noted that not one of the organizations that were there, including the hospitals, Bellin Health or Libertas can help a heroin addict. He is not aware of any help for addicts in Brown County if they are not detoxed. Koury noted that there are facilities such as the Jackie Nitschke Center and hospitals, but these organizations do not help until someone is detoxed. He has contacted at least 20 agencies but none will help. The hospitals will take an addict, provide them with fluids and make sure their pulse is okay, but then they send them home. Koury was advised that a person will not die from detox, but that is false. He stated that if an addict relapses and takes more heroin and/or pills, a fatal overdose can result.

Koury continued that he called all over the state and found help was available in Milwaukee, Marinette and Madison but in order to receive help, the addict has to be a resident of the county. Koury found a place in Madison that was funded by the county and someone with little or no insurance could go there to be detoxed and provided with follow-up treatment, but only if they were a resident of the county.

Koury continued that he finally took his family member to Chippewa Falls for treatment and paid out-of-pocket. This family member tried several times to detox but was not successful. Koury indicated that there was help in the county five or six years ago for detox, but this has been cut out. He stated that addicts out in the community are committing crimes which require more resources from a public safety standpoint. Koury felt there really needs to be services for addicts in Brown County.

Evans stated that Koury's points were valid. He indicated that there is a Heroin Task Force and a Heroin Court will be starting soon, however this would not be of value to someone until they are detoxed. Evans stated that the Committee can start taking a look at this as it is important. He will look into models that other counties use to see if it is possible to emulate them in Brown County.

Supervisor Robinson thanked Koury for bringing this forward and asked staff from the CTC if the decision to end detox services for heroin and opiate addicts was the same decision that ended emergency detox for alcohol. Interim Human Services Director Nancy Fennema stated that she would like to consult with Behavioral Health Manager Ian Agar before she spoke too much on this but noted that the process to detox from heroin and opiates is different than detoxing from other substances.

Robinson continued that the Committee has been talking about alcohol detox for a number of months and is looking at what can be done to solve the problem. Robinson felt that Koury's questions were very good and need to be addressed and he wondered if the issues with regard to alcohol detox can be discussed in conjunction with the issues regarding heroin and opiate detox. Fennema opined that the conversation would absolutely be the same because in talking about the big picture in Brown County, you have to look at the various areas of addiction and the various areas of treatment and what is currently in place and what is not currently in place and how to work on these areas. Robinson stated that there are a lot of services in the County for people once they are ready for treatment, but there are not services for the detox portion of the problem and this seems to be consistent with all types of addictions.

Evans asked if the Health Department would like to weigh in and Health Department Director Judy Friederichs responded that the Health Department is involved more with prevention services than treatment services.

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It was indicated that Representative Nygren was involved in some legislation where a recommendation was made that a regional heroin detox center be formed, but that would likely be in Marinette County and not Brown, however Brown County residents would be eligible to use it.

Supervisor La Violette felt everyone knew that heroin is a serious problem that needs to be addressed, and she would like to see this addressed in the 2015 budget. Evans agreed that more needs to be done in this regard as well.

Robinson stated that the community group looking at this issue is looking to come to the Human Services Committee for a presentation and recommendations and it is his hope that the Committee would be amenable to hearing what they have to say. He also agreed with La Violette that he would like to see this translated into budgetary numbers as it will take a commitment from the County to address these issues.

Supervisor Hoyer thanked Koury for coming and raising awareness for the Committee. Hoyer stated that this Committee is a team that wants to respond and will do what they can. Koury indicated that he appreciated that and thanked the Committee for hearing him.

Fennema stated that the history of detox in the County was due to a change of funding. The Committee understood this but Evans indicated that the heroin problem has become great and needs to be addressed. Fennema indicated that Ian Agar has been in contact with Marinette County with regard to their program.

Koury said that the name of the program in Dane County is Tellurian and they take care of 15 counties. Non-residents can still go there, but at a cost of \$2,700 - \$3,200 per day for detox. Most of the people with heroin problems do not have insurance or other funds to cover this.

Motion made by Supervisor Robinson, seconded by Supervisor La Violette to send to Human Services staff to come up with background/history as to when and why detox funding stopped and do research on the detox programs in other counties, including Dane County and present to the Human Services Committee and further to direct staff to participate in community group activities to come up with a solution for detox for alcohol and heroin. Vote taken. MOTION CARRIED UNANIMOUSLY

Health Department

3. **Budget Adjustment Request (14-103): Any increase in expenses with offsetting increase in revenue.**

The Brown County Health Department has been approached to provide tobacco control services to Brown County and Stockbridge-Munsee Tribe jurisdiction under agreement with the Tobacco Multi-Jurisdictional Coalition, Communication Action for Healthy Living (CAHL). All program services for CAHL will be funded by the agreement. Services include acting as a community resource related to tobacco control concerns in the area, providing educational presentations, advocating for tobacco control policies, and conducting compliance checks to assure minors cannot purchase tobacco products illegally.

Motion made by Supervisor La Violette, seconded by Supervisor Hoyer to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

4. **Resolution re: Regarding Change in Table of Organization for the Health Department Public Health Educator.**

Motion made by Supervisor La Violette, seconded by Supervisor Hoyer to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

La Violette wanted to be sure that Judy Friederichs was recognized and thanked by the Committee for all of her years of dedication, caring and commitment to the County. La Violette stated she was grateful for Friederichs' work over the years. The rest of the Committee also thanked Friederichs and wished her well in her retirement.

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Human Services Department

5. **Resolution re: On helping families move from homelessness to self-sufficiency. *Standing Item until such time that there is action to be taken.***

No action was taken.

- 5a. **Resolution re: Change in Table of Organization for the Human Services Department – Clerk Receptionist.**

Motion made by Supervisor La Violette, seconded by Supervisor Hoyer to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

6. **Budget Adjustment Request (15-01): Any increase in expenses with an offsetting increase in revenue.**

The TAD grant was awarded through the Department of Justice and later amended. A budget adjustment was not previously completed; therefore this one has been prepared on the current budget provided to the Department of Justice.

Motion made by Supervisor Hoyer, seconded by Supervisor La Violette to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

7. **Executive Director's Report.**

Interim Executive Director Nancy Fennema stated that the report included in the agenda packet was started by former Director Jeremy Kral and finished by herself and includes the recommendations to fill vacancies in the Human Services Department.

Robinson referenced the survey conducted at Nicolet Psychiatric Hospital as contained in the report. Robinson felt that the conversation with Mr. Koury earlier highlights the fact that there are a lot of issues going on in the community concerning mental health services and addiction services. The issues with detox services as discussed earlier are one example. Robinson continued that he has had a number of conversations in the past few weeks with people who are unhappy with the provision of mental health services in the community. He felt that some of these issues stem from community partners and some also are a result of lack of funding. Robinson noted that he is part of the group that will be interviewing Human Services Director candidates and he felt that mental health and addiction services will be a big priority when candidates are considered as well as their ability to improve what the County is currently doing. He would like to see a six month assessment starting from the day that the new Human Services Director starts with a comprehensive report given to this Committee about the state of mental health and assessment services in the County, including recommendations for improvements as well as what needs to be done from a budgetary standpoint to make the recommendations happen. This also needs to be systematic and the entire spectrum needs to be examined as to how the County collaborates with its community partners. Evans felt that this request would best be handled in the form of a communication put forth at the next County Board meeting. Robinson would like to see this move along quickly and would like to do this in the form of a motion at this meeting. The timeframe was discussed, as it relates to the budget process and Robinson felt that some of the recommendations that would be made would be or could be incorporated in the next year's budget.

Fennema stated that her existing staff could give a skeletal outline of what Robinson is looking for and noted that they do not have a start date yet for a new Human Services Director. She also noted that the new Director will be starting in the middle of the Family Care transition process as well as a major computer upgrade. Fennema felt that it was unrealistic to have the type of report Robinson is requesting in six months, but she felt that current staff could do a preliminary report in the next several months and bring it back to this Committee. Robinson was agreeable to that, but did wish to press the six month timeframe as there are people suffering in the community due to the services which should be there but are not. Fennema agreed with Robinson and noted that historically mental health is behind, partially due to the stigma of mental health and partially due to funding. She continued that she applauded Robinson's efforts to help this process along and Robinson stated that he is willing to do what he can to help the process and noted that if there was an appropriate role in the process for a Supervisor he would be willing to fill that

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role. Fennema will bring something back in the next month or so and Robinson will also be crafting a communication for the next Board meeting.

Motion made by Supervisor Hoyer, seconded by Supervisor La Violette to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

8. Family Care Transition Clients Considered At Large.

Long Term Care Manager Lori Weaver indicated that a search had been done and it was determined that there are 23 clients considered to be at large. Weaver explained that they looked back in records and found a ruling in 1955 by the County Board which referenced the at large poor relief fund and this may have been in response to the uniform fee system which is the HS1 and says that all clients need to pay a portion of their fee and if they are unable, the County should respond based on income. Evans explained that at large means that they do not fall under any sort of specific program but the County has been paying for their care. Fennema noted that these clients were funded somewhere back in history and Brown County is helping these people. Weaver continued that these individuals are currently being case managed and a number of them will be eligible for Family Care. The monthly cost of the 23 at large clients ranges from \$2.50 per month to \$715 per month. La Violette asked where these people are living and Weaver responded that most of them are on their own and living in the community. Weaver continued that the total cost for all of the individuals is \$67,000.

Weaver continued that the goal of long-term care is to provide the necessary services to constituents in the County but also utilize guidelines set forth by State programs and remain fiscally responsible to the taxpayers. Hoyer asked Weaver if there was something from the Committee that she was looking for with regard to those at large clients and Weaver responded that this information was provided for informational purposes.

Motion made by Supervisor Hoyer, seconded by Supervisor La Violette to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

9. Financial Report for Community Treatment Center and Community Programs.

Finance Manager Tim Schmitt indicated that the financial report was included in the agenda packet. He noted that the CTC is most likely going to post a levy deficit in the area of \$500,000 for 2014 and this is largely due to lower revenues than was budgeted for the CBRF. Schmitt continued that the Community Programs budget should come right at budget for 2014.

Robinson asked if the \$500,000 levy deficit was in addition to what was already projected for the deficit of the operating expenses. Schmitt stated that that was accurate and noted that for the CTC they originally budgeted about a \$700,000 deficit, which was all depreciation which is non-levy. On top of that, there is projected to be an additional \$500,000 levy deficit, which brings the total deficit to about \$1.2 million dollars. Robinson asked how this deficit will be addressed and Schmitt stated that the 2015 budget for the CTC is balanced other than for the depreciation. Schmitt stated that some expenses will be reduced in 2015 and the number of clients for the CBRF was also reduced to five clients per day versus eight clients per day in 2014.

Robinson asked how the \$500,00 deficit for 2014 will be made up and Schmitt responded that historically budget deficits have been taken out of the Community Programs reserve and this is how the 2014 deficit will be handled. Robinson noted that when doing the 2014 budget, there were questions with regard to the reserve fund and it seemed like the reserve had been spoken for. Robinson is wondering how now the reserve can cover the deficit. Schmitt stated that the reserve that is spoken for are estimates for high cost clients in certain areas throughout the agency and some of these reserves have not been utilized for high cost clients and therefore can be utilized for the CTC deficit.

Robinson asked how much was targeted for high cost clients and although Schmitt did not have figures in front of him, he thought there was \$1 million dollars for high cost clients in various areas of Community Programs. Robinson stated that instead of having \$1 million dollars reserved for high cost clients in 2015, the reserve would be \$500,000

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once the deficit is taken out. Schmitt agreed. Robinson stated that from his perspective, when he asked about the reserve for this year, it was indicated that they could not take anything out of the reserve because the reserve funds were earmarked, but as soon as there is a deficit, there is excess in the reserve account. Schmitt understood where Robinson was coming from, but noted that if the deficit at CTC is \$500,000 as expected, the deficit is typically covered out of a portion of the reserve account. Evans stated that deficits have been taken out of the general fund in the past and Schmitt responded that that is something that is up to the Committee and the Board.

Robinson stated that it strikes him as odd that the Committee was told in the past that funds could not be taken from the reserve as they were earmarked for something else, but as soon as there is a deficit funds are available to cover it out of the reserve. Schmitt stated that this is what the reserve is for. Robinson disagreed, saying that the reserve was designated for high cost clients and noted that the deficit at CTC has nothing to do with high cost clients. The fact that the balance of the reserve account has not changed indicates that none of the funds were used in 2014 for high cost clients. Robinson stated he is simply trying to understand the situation as at the next budget meeting there will be people asking for funds for other things and a suggestion will be made that we cannot use the reserve fund balance because it is earmarked for other things, but yet, when there is a deficit several months later suddenly funds can come out of the reserve.

Evans stated that he could see where Robinson was coming from, but when situations like this deficit come up, dollars have to be found to cover it. Hoyer asked Robinson what he was hoping to be done with the reserve fund. Robinson stated that he would look at the fund balance to be used for different programs, but the message he got was that money could not be taken out of the reserve because it was earmarked for other purposes. Robinson stated it looks like a slush fund that funds can just be pulled out of when needed. He continued that from his perspective this does not look good and at the next budget meeting when the reserve fund is brought up and it is indicated that funds cannot be taken from the reserve for other programs, he will not believe that to be true. Evans agreed.

Weininger stated the CTC has been running at a deficit and it was known that there would likely be a deficit in 2014 so they needed an amount available to cover the losses because the client payee was not set at a self-sustaining rate. The County Board made a decision to not levy additional dollars to cover that, but will cover the shortfall using the fund balance. In the 2015 budget, the payee amounts have been lowered so this should not be an issue moving forward.

Schmitt stated that he believes there is a line item in the reserve fund for CTC losses. Weininger stated that as long as the CTC comes in where they think it will, then there will probably be more flexibility. Robinson stated that this is not addressing his concerns. He noted that the CTC operates at a deficit and he also knows that the deficit has to be paid off and that it makes the most sense to come out of the reserve. What he wants to know is why reserve funds are suddenly available to pay of the deficit when three months ago during the budget process it was stated that those funds were not available for any other purpose than what it was designated for. Schmitt reiterated that there is a line item for CTC deficit in the reserves. Robinson stated that he would like to see additional information on this and Weininger stated that he would have more information available once he had figures in front of him.

Motion made by Supervisor Robinson, seconded by Supervisor Hoyer to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

10. **Statistical Reports.**

a. **Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.**

Robinson referenced the decreases at Nicolet Psychiatric Center across the board and he would like to know the reason for this and stated that that is different than the numbers of the CBRF being not what was expected. Fennema stated that Nicolet Psychiatric Hospital is different than the CBRF. Morschauer stated that the census at Nicolet Psychiatric Hospital was extremely low for a week and Bay Haven has also been low on census. She noted that there were two days at Nicolet that had no clients. This is not the normal situation and it caused several weeks to be rough.

Robinson stated that he has talked to some people in the community who are frustrated in that they think there is a need for people to be admitted for services but they are not being admitted. He is not suggesting that the bottleneck

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is at the County end, or even that one exists, but he does find it interesting that the numbers are down so significantly. Morschauser replied that they have had a number of clients come through with medical complexities and they have had to seek other servicers for those clients. She continued that they have worked with the medical director and the psychiatrist to better meet the needs that are presented. Morschauser continued that weekends are often near or at capacity, but come Monday evening and into Tuesday, most of the clients are discharged and they are down to four clients.

b. **Monthly Inpatient Data – Bellin Psychiatric Center.**

c. **Child Protection – Child Abuse/Neglect Report.**

d. **Monthly Contract Update.**

Motion made by Supervisor La Violette, seconded by Supervisor Hoyer to suspend the rules and take Items 10 a – d together. Vote taken. MOTION CARRIED UNANIMOUSLY.

Motion made by Supervisor Hoyer, seconded by Supervisor La Violette to receive and place on file Items 10 a – d. Vote taken. MOTION CARRIED UNANIMOUSLY

11. **Request for New Non-Continuous Vendor.**

Motion made by Supervisor Hoyer, seconded by Supervisor La Violette to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

12. **Open Session: Discussion and possible action regarding personnel issues which have arisen in the Human Services Department regarding a specific employee.**

Closed Session: Notice is hereby given that the above governmental body will adjourn into closed session on the above Item Number 7a pursuant to Wis. Stat. §19.85(1)(f) which authorizes a closed session to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons...if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories, or data, or involved in such problems or investigations.

Motion made by Supervisor La Violette, seconded by Supervisor Hoyer to enter into closed session. Roll Call Vote Taken; Ayes: Evans, Robinson, Hoyer, La Violette MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Hoyer, seconded by Supervisor Robinson to return to open session. Roll Call Vote Taken; Ayes: Evans, Robinson, Hoyer, La Violette MOTION CARRIED UNANIMOUSLY

Reconvene in Open Session: Discussion and possible action regarding personnel issues which have arisen in the Human Services Department regarding a specific employee.

No action taken.

Aging & Disability Resource – No agenda items.

Syble Hopp – No agenda items.

Veterans Services – No agenda items.

Other

13. **Audit of bills.**

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Motion made by Supervisor Hoyer, seconded by Supervisor Robinson to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

14. **Such other Matters as Authorized by Law.**

Motion made by Supervisor Hoyer, seconded by Supervisor Robinson to adjourn at 6:54 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Recording Secretary

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PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
BOARD MEETING

January 22, 2015

PRESENT: Marvin Rucker, Beth Relich, Barbara Robinson, Joan Swigert, Larry Epstein, Keith Pamperin, Tom Diedrick, Melanie Maczka, Corrie Campbell, Ramon Fierros

EXCUSED: Jessica Nell, Lisa Van Donsel, Pat Finder-Stone, Lori Rasmussen, Pat Hickey

ALSO PRESENT: Devon Christianson, Christel Giesen, Guadalupe Mercado, Debra Bowers, Laurie Ropson, John Holzer, Denise Misovec, Tina Whetung, Dick Siege, Elena Kornis

The meeting was called to order by Chairperson Rucker at 8:32 a.m.

PLEDGE OF ALLEGIANCE

INTRODUCTIONS: None

ADOPTION OF AGENDA: Ms. Campbell/ Mr. Diedrick moved to adopt the agenda.
MOTION CARRIED.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF December 9, 2014:
Mr. Rucker requested to add his name to those present on the December 9, 2014 meeting.

Mr. Epstein/Ms. Swigert moved to approve the minutes of the regular meeting of December 9, 2014.

COMMENTS FROM THE PUBLIC: None

FINANCE REPORT:

A. REVIEW AND APPROVAL OF FINANCE REPORT-PRELIMINARY YEAR END:

Ms. Bowers referred to the October 2014 Financial Highlights and ADRC Summary Report to demonstrate the expenses and revenues for the month of December.

Ms. Relich/Mr. Diedrick moved to approve the Finance Report-Preliminary Year End Report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS-DECEMBER 2014:

For the month of December, the ADRC received a total of \$10,050 for restricted donations. \$10,000 was received from an anonymous donor through the Green

Bay Community Foundation and \$50.00 was received in memory of Elise Ritus and Doris Ruyter.

Mr. Epstein/Mr. Pamperin moved to approve the Restricted Donations for December, 2014.

C. PRELIMINARY NET ASSET REPORT YEAR END:

Ms. Bowers referred to the Preliminary Net Asset report to demonstrate a more finalized but still preliminary report. Ms. Christianson reviewed the Net Asset Report as it would appear after applying the ADRC new Net Asset Policy. ADRC Board members asked that an additional document that is written in laymen's terms also accompany the report for the County and ADRC Board members in March.

Mr. Pamperin/Ms. Relich moved to approve the Preliminary Net Asset Report Year End. **MOTION CARRIED.**

85.21 PLAN UPDATE AND BID PROCESS:

Ms. Giesen explained the 85.21 Specialized Transportation Grant, which enables counties to provide transportation services to older adults and individuals with disabilities. Ms. Giesen referred to the 2015 Brown County 85.21 Specialized Transportation Assistance Program handout to demonstrate the funding amount for the program. This year American Red Cross has decided to no longer provide 85.21 services, following direction from their Federal Office, but is dedicated to provide a smooth transition for consumers and volunteers. Federally, Red Cross as an organization has decided to return to providing only its core programs. Currently, the ADRC is soliciting proposals from vendors and partnerships to provide the transportation services. The ADRC will be accepting RFP's until January 29, 2015. There will be a meeting on February 3, 2015 to review the proposals and identify a vendor. There will be a public hearing on February 13, 2015 at 10:00 a.m. and 1:00 p.m. On February 23, the Brown County Transportation Coordinating Committee will review the plan. The final step in the bid process would be for the ADRC Board of Director's to approve the bid on February 26, 2015 during our regular Board meeting. Attendance at that meeting will be important.

STAFF REPORT: JOHN HOLZER- INCLUDES COMMUNITY SERVICE AWARDS:

Mr. Holzer is the Facilities and Placement Coordinator for the ADRC. He manages and supervises facility maintenance, custodial, room preparation and customer service. In addition, Mr. Holzer coordinates the placement of court-ordered community service and work experience programs' candidates at the ADRC. Mr. Holzer referred to the given handout to demonstrate the efficiency changes in 2014 and upcoming changes in 2015. Mr. Holzer thanked the board for their support in hiring Maintenance Assistant, Anita Jahnke. This addition has brought a lot of value to the ADRC's customer service.

Mr. Holzer referred to the 2014 Loan Closet Annual Report and announced that the Loan Closet is officially at 40,000 items. The Green Bay Lions Club has made a huge effort to raise money; they bring items in every week. Due to this important partnership, the ADRC is able to make a huge difference.

Mr. Holzer reviewed the Maintenance Worker Incentive Fund. This program recognizes workers for great customer service. Funds for this program are a part of the Maintenance Fund.

DIRECTOR'S REPORT:

A. REVIEW OF BOARD OFFICERS AND COMMITTEES FOR 2015:

Ms. Christianson reviewed the new Board of Director's members and appointments as well as the Board calendar for 2015.

B. FAMILY CARE UPDATE:

Ms. Christianson handed out the Enrollment Counseling and Implementation Schedule to show a timeline of how Family Care will rollout starting March 1, 2015. There are a total of 1,526 consumers that will need to be enrolled in Family Care by the end of October. The state will be doing three to five public meetings regarding Family Care and the different services offered in February 2015. After those meetings, the ADRC will be able to hold enrollment group meetings and will be able to enroll as many people as possible at one time. The Wolf District ADRC will be hiring two limited term employees which might be able to assist Brown County as well.

The ADRC has recently lost three Information & Assistance Specialists at a very critical time. These staff members have all been hired by Managed Care Organizations that are coming into our community. New staff has been hired but will not have enough time for proper training as an Information & Assistance Specialist so they will be trained on Family Care enrollment skills during the enrollment period. The Senior Aide/Wise Program staff will take over the Loan Closet and the Nutrition Staff will take over Homebound Meal referrals. This will allow I&A to focus on the enrollment process.

Supervisor Campbell made a recommendation that the Director present to the Brown County Human Services Committee and/or County Board to keep them up to date on the transition, its challenges, and the ADRC's potential need for support.

LEGISLATIVE UPDATES: None

ANNOUNCEMENTS: Mr. Pamperin announced that the advocacy group, Power Up, will be having a training event on February 25 and 26 from 8:30 a.m. – 4:00 p.m. to train

individuals on the ADRC and on advocacy efforts. The goal of the training is to develop a county wide network of advocates.

Mr. Christianson thanked the Board for attending the open house event and for all the support they have given throughout the modernization of the ADRC. There will be open house events in February for consumers including Hearing Loop presentation, Arthritis Pain Management, and many more.

Ms. Christianson also announced that there will be a survey going out to the Board. Ms. Christianson will be writing a three year plan and wants to make sure everyone feels valued and supported in their role on this Board.

NEXT METING: The next Board of Director's meeting will be February 26 at 8:00 a.m. at the ADRC.

ADJOURN: Sup. Campbell/ Ms. Relich moved to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 10:25 a.m.

Respectfully submitted,

Guadalupe Mercado, Office Assistant

PROCEEDINGS OF THE COMMUNITY OPTIONS PROGRAM PLANNING COMMITTEE

A regular meeting of the Brown County Community Options Program Planning Committee took place on Monday, January 26, 2015 at 111 North Jefferson Street, Green Bay, Wisconsin.

Present: Helen Desotell, Mary Hansen, Pat Hickey, Sandy Juno, Mary Schlautman, and Anthony Schmidt

Absent: None

Excused: Cathy Williquette-Lindsay, Chua Xiong

Others Present: Mary Rasmussen of BCHSD

Chairperson Mary Schlautman called the meeting to order at 8:45 a.m. with roll call. A quorum was present.

MODIFICATION/APPROVAL OF AGENDA

Ms. Schlautman noted the addition of the 2015 COP Plan Update to the agenda, to be addressed after the general updates.

MOTION: Ms. Desotell moved to approve the agenda as modified. Ms. Juno seconded. Motion carried unanimously.

MODIFICATION/APPROVAL OF MINUTES

MOTION: Ms. Juno moved to approve the November 24, 2014 minutes as mailed. Ms. Desotell seconded. Motion carried unanimously.

GENERAL UPDATES

Family Care Update – Mr. Schmidt said Family Care expansion for Brown County is scheduled to begin roll out July 1st with final transition of waiver consumers concluding by October 1st. The initial plan calls for about half the consumers to begin July 1st and the rest following between then and October 1st. The ADRC will begin enrollment counseling in March and work all the way through September. DHS will be scheduling meetings for providers and consumers, but dates have not yet been set.

Significant Proportions/Wait List – Mr. Schmidt said we are slightly below the 57% elderly goal for significant proportions at 56% elderly. We have received a variance from the state to provide services to more physically disabled individuals, and this affects our significant proportions figures. There are currently 424 unassigned on the wait list, including 231 elderly and 193 physically disabled. Because of staff turnover we have not been able to take more individuals off the wait list but continue to open some nursing home relocation and diversion cases.

Staff Update – Mr. Schmidt said there were three staff departures in the past month, but there are currently 19 case managers, including two part-timers. We continue to recruit and expect to make an offer on another position this week.

PROCEEDINGS OF COMMUNITY OPTIONS PLANNING COMMITTEE – JANUARY 26, 2015

CIP Update – Ms. Hansen said there are currently about 90 individuals on the wait list. We continue to serve CLTS transition students who “age out” of children’s waiver. We lost one staff member to IRIS and continue to recruit LTE case managers.

MOTION: Ms. Desotell moved to approve the update reports and place them on file. Ms. Juno seconded. Motion carried unanimously.

2015 COP PLAN UPDATE

Mr. Schmidt explained that the first part is contact information, and the second part concerns care management rate information that was already submitted to the state and approved. There were no changes from 2014 for parts three, four and five, which concerned need for technical assistance, any other changes during 2014, and the COP cost sharing plan.

MOTION: Ms. Hickey moved to approve the 2015 COP Plan Update for submission to the state. Ms. Juno seconded. Motion carried unanimously.

CLOSED SESSION

Ms. Schlautman read the following notice:

Pursuant to 19.85(1)(f) considering financial, social and/or personal history of specific persons, which if discussed in public would be likely to have a substantial adverse effect on the reputation of the persons referred to—

MOTION: Ms. Desotell moved to go into closed session. Ms. Hickey seconded. Ms. Schlautman conducted a roll call vote. Ms. Desotell, Aye, Ms. Hansen, Aye, Hickey, Aye, Ms. Juno, Aye. Motion carried.

MOTION: Ms. Desotell moved to go back into regular open session. Ms. Juno seconded. Ms. Schlautman conducted a roll call vote. Ms. Desotell, Aye, Ms. Hansen, Aye, Ms. Hickey, Aye, Ms. Juno, Aye. Motion carried.

During the closed session the Committee made the following decisions:

7) One CBRF variance request for placement at Marla Vista CBRF

MOTION: Ms. Juno moved to approve the variance requests. Ms. Hickey seconded. Motion carried unanimously.

MOTION: Ms. Hickey moved to adjourn. Ms. Juno seconded. Motion carried unanimously. The meeting adjourned at 8:53 a.m.

Respectfully submitted,
Mary Rasmussen

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, February 12, 2015 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Bill Clancy, Paula Laundrie, Helen Smits, Susan Hyland, Carole Andrews, JoAnn Grashberger

Excused: Craig Huxford

Also

Present: Lana Cheslock, Children, Youth & Families Manager
Lori Weaver, Long Term Care Manager
Kristin Madison, Accountant Supervisor
Mary Jo VandenWymelenberg, MSW Student

1. Call Meeting to Order:

The meeting was called to order by Chairman Tom Lund at 5:15 pm.

2. Approve/Modify Agenda:

LAUNDRIE/HYLAND moved to approve the agenda.
The motion was passed unanimously.

3. Approve Minutes of December 11, 2014 Human Services Board Meeting:

GRASCHBERGER/ANDREWS moved to approve the minutes dated December 11, 2014.
The motion was passed unanimously.

4. Executive Director's Report

Long Term Care Manager Lori Weaver presented and handed a written report to the board written by Interim Executive Director Nancy Fennema (attached).

Q: Chairman Lund asked how employees reacted to the layoff notices.

A: Weaver stated they were expecting it and were relieved to have the closure regarding the layoff process. Many of the staff this week are receiving job offers from managed care organizations.

Q: Chairman Lund asked where we are with Plan of Correction for the Nicolet Psychiatric Hospital.

A: Cheslock stated that our correction was submitted but we have not received a response yet from the state.

Q: Citizen Board Member Laundrie asked if the managed care organizations have completed their hiring process.

A: Weaver stated they are hiring an initial group of employees now but will continue to hire as they get clients enrolled from the ADRC.

Q: Chairman Lund asked Citizen Board Member Andrews if the new Family Care district has a governing board.

A: Andrews stated that has not been determined at this time.

Q: Chairman Lund asked what the Avatar project is.

A: Weaver stated that is the upgrade of an old computer program, AS400. Our new project manager started on Monday, 2/9/15.

Q: Citizen Board Member Laundrie asked how Family Care affects the ADRC.

A: Weaver stated the ADRC becomes the door to receiving services, provides assessments of long term care functional screen, provides enrollment counseling and also enrolls individuals into the care organization of their choice.

LAUNDRIE/ANDREWS moved to receive and place on file.
Motion was carried unanimously.

5. Financial Report

Finance Manager Tim Schmitt had submitted a written report with the board packet agenda.

CLANCY/HYLAND moved to receive and place on file.
Motion was carried unanimously.

6. Statistical Reports:

Please refer to the packet which includes this information.

7. Approval for New Non-Continuous Vendor:

Please refer to the packet which includes this information.

8. Request for New Vendor Contract:

Please refer to the packet which includes this information.

9. Other Matters:

Chairman Lund asked that board members review the sheet passed out entitled 'Brown County Human Services Board Nicolet Psychiatric Governing Body Responsibilities' to be discussed at the next meeting.

Q: County Board Member Clancy asked if there is a recruitment occurring to fill the HS Director position.

A: Lund stated they are actively recruiting for the position.

Next Meeting: Thursday, March 12, 2015
5:15 p.m. – Sophie Beaumont Building, Board Room A

10. Adjourn Business Meeting:

CLANCY/ANDREWS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 5:37 p.m.

Respectfully Submitted,

Kara Navin
Recording Secretary

1C

Interim Executive Director's Report to the Human Services Board - February 2015

The Human Services Department is an active entity. Through our various units and programs we work to meet the often challenging needs of people in our community every day. In the past month we were able to find homes for 9 children at 4:00 am one morning when a drug bust was made in our area. We are working with the local authorities in an effort to have advanced information in the future. This is the second time in recent months that we have assisted in relocating children in the middle of the night without prior notice. We do not need to know the particulars of a planned bust. We would however like to be informed if they suspect there are children in the home. We have a shortage of Foster Homes so our system is additionally taxed at these times.

Towards the end of January the State of Wisconsin completed a Medicare/ Medicaid survey for the Nicolet Psychiatric hospital. We received a number of deficiencies. I worked with Administration and hired consultants to assist us with the Plan of Correction. They will develop the plan working with our employees and they will help us in the implementation of the plan.

In working with our Financial and Long Term Care units, as well as the Human Resources Department, I recently notified approximately 56 employees of a possible layoff. Additional information about the transition to Family Care is attached to this report. We begin to transition clients in July and anticipate completion of the transition in October of this year. Transition means that the individuals we currently service in the Community Integration program, (CIP) and some individual we service in the Community Options Program (COP) will select services through one of three options. The Aging and Disability Resource Center (ADRC), and the state of Wisconsin are instrumental in the Family Care Transition.

Behavioral Health continues work with the various treatment court programs and the development of the Comprehensive Community Services funding source. Economic Support is working with the Bay Lake Consortium in an effort to continue regional services, and will have some additional work as people transitioning into Family Care. Financial Services is beginning to close the books for 2014 and enter information for 2015.

Contract and Provider Relations had a successful year, reviewing and revising our contracts, enhancing relationships with our providers, and assisting with various Department projects.

I am pleased to welcome Lisa Kay Peters as our new Project Manager for the Avatar project scheduled for full implementation later this year.

I apologize for missing tonight's meeting. My vacation was scheduled prior to Jeremy's announced resignation and planned so that I can attend a friend's wedding. I have asked some of our Managers to attend tonight if you have questions.

Also, please do not hesitate to call me or stop in.

Respectfully Submitted By:



Nancy Fennema

Interim Executive Director

BROWN COUNTY HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-2188



Phone (920) 448-6000 Fax (920) 448-6166

Date: February 4, 2015

To: Current Adult Participants in the Community Options Program, Community Integration Program, and Children's Long Term Support Program.

From: Brown County Human Services

THIS LETTER IS FOR INFORMATIONAL PURPOSES, NO ACTION IS REQUIRED AT THIS TIME.

You are receiving this letter because you are a participant, or a guardian of a participant, in one of Wisconsin's Medicaid Home and Community-Based Services waiver programs: Community Options Program-Waiver (COP-W), Community Integration Program (CIP), or are 17 ½ years old and are receiving services through the Children's Long Term Support (CLTS) Program. In 2015, the COP-W, CIP programs, and applicable CLTS participants will transition to the Family Care and IRIS programs.

In order to provide you with information about Family Care and IRIS, the State of WI is holding **Consumer Forums** for consumers, family members, and guardians scheduled on **February 18 & 19, 2015** to cover the topics listed on this page. Details of times and locations for the **Consumer Forums** are found on the opposite side of this letter.

Aging & Disability Resource Centers (ADRC)	<ul style="list-style-type: none">• What are the next steps?• What should I expect during enrollment counseling?• How do I access the ADRC?
Introduction to Family Care	<ul style="list-style-type: none">• How is Family Care different than the program I'm currently enrolled in?• Will I have the same care manager?• How are decisions about my care plan made?• What happens to my providers?• How are providers selected?• What do I do if I'm not satisfied?
Introduction to IRIS	<ul style="list-style-type: none">• How is IRIS different than the program I'm currently enrolled in?• What are my responsibilities if I choose IRIS?• Which services are different in IRIS than in Family Care?• How is my IRIS budget and plan developed?• How are providers located, approved and paid?• What are the limits of my choices in IRIS?
Ombudsman Programs	<ul style="list-style-type: none">• Advocacy services and supports available to Family Care and IRIS participants.• Overview of regional Ombudsman contacts.

You will also find a **Frequently Asked Questions about Family Care and IRIS** information sheet in this packet. The State of WI **Consumer Forums** will provide additional opportunities to ask questions.

Beginning in March 2015, an Enrollment Counselor from the local Aging and Disability Resource Center will contact you to discuss Family Care and IRIS (Include, Respect, I Self-Direct). These programs are administered by the State of Wisconsin Department of Health Services (DHS). You will be able to choose which program meets your long-term care goals. In addition to direct contact, the ADRC of Brown County is holding **Group Enrollment Presentations** where you will have the opportunity to learn more about the enrollment process into Family Care and/or IRIS. Further information on those presentations is included on a separate sheet in this packet.

Sincerely,

Nancy Fennema, Interim Director
Brown County Human Services

1C

State of Wisconsin Department of Health Services (DHS)

Consumer Forums

February 18, 2015

Time: 5 – 7 pm

Location: The Meadows Conference Center
850 Kepler Drive
Green Bay, WI 54311
920-465-6700

February 19, 2015

Time: 10:00 am – 12:00 pm

Location: Rock Gardens/Comfort Suites
1951 Bond Street
Green Bay, WI 54303
920-497-4701

Time: 5 – 7 pm

Location: The Swan Club
875 Heritage Road
De Pere, WI 54115
920-336-1531

Frequently Asked Questions about Family Care and IRIS

- **What is changing?**

You currently receive long-term care services and supports through county-run CIP, COP, and CLTS programs. Effective July 1, 2015, **Brown County** will begin availability of long-term care services through programs called Family Care and IRIS. CIP and COP will be phased out by October 1, 2015 and all current CIP and COP consumers in Brown County will receive their long-term care services and supports through either Family Care or IRIS. You can choose which of these programs you want.

- **What do I need to do now?**

You do not need to do anything right now. The Aging and Disability Resource Center (ADRC) of Brown County will contact you sometime between the months of March and September, 2015 to talk about the upcoming changes and to fully explain these changes.

- **Why are these programs changing?**

The Department of Health Services and counties have been working to improve Wisconsin's long-term care services. The new programs are designed to maintain or improve the quality of the services you receive and to serve more people. Family Care and IRIS is different from your current program in that they can coordinate all the services a person needs to maintain or improve their health and well-being. The "Include, Respect, I Self-Direct" (IRIS) program is designed for people who want to take full responsibility for managing their long-term care services.

- **When are these programs changing?**

Family Care and IRIS will become available in Brown County on July 1, 2015.

- **What will happen to my current program?**

As Family Care and IRIS become available in Brown County, the COP-W, and CIP programs will be discontinued. This is because these programs are replaced by Family Care and IRIS.

- **I understand my current long-term care program will be ending. What choices will I have about continuing to get long-term care services?**

You will have a choice whether to enroll in one of the new programs. Some of the services you get right now are only available when you enroll in one of these new programs. Services will continue to be available through your Medicaid Forward Card, if you are eligible for Medicaid.

- **Who will operate the new programs?**

The State will contract with Care Wisconsin and Lakeland Care District to provide the Family Care program in Brown County. IRIS is managed by the State through contracted agencies referred to as the IRIS Consultant Agency (ICA) and the Fiscal Employer Agent (FEA).

Frequently Asked Questions about Family Care and IRIS

- **If I enroll in one of the new programs, then how will decisions be made regarding the services I receive? Will my services change?**

You will continue to get services during the transition. If you enroll in Family Care, you will have a case manager or service and support coordinator. You will also have a nurse working with you. Both of these people will work with you as a team to determine the services you need to effectively meet your long-term care needs.

If you enroll in IRIS, you will be responsible to coordinate your home and community-based services waiver plan, which includes hiring, scheduling, and budgeting for your service providers. You will work with an IRIS Consultant Agency and Fiscal Employer Agency to meet program requirements and to assist you with these tasks.

- **Will my family or guardian still be able to help me?**

Yes, your family, guardian, or others will still be able to help develop your care plan when you enroll in one of these programs.

- **Who should I call if I have questions or concerns about the upcoming changes?**

If you would like more information now, then you can call your county Case Manager or the Aging and Disability Resource Center to ask any questions or discuss any concerns you might have. Your Brown County Case Manager can be reached at 448-6000. The Aging and Disability Resource Center of Brown County can be reached at: 300 S. Adams Street, Green Bay, WI 54301, phone # 920-448-4399, or email: BC.ADRC.ENROLLMENT@co.brown.wi.us.

- **Who should I call if I have questions or concerns about the Family Care and IRIS program?**

Please contact the Department of Health Services toll free at 1-855-885-0287.



Welcome to the Aging and Disability Resource Center

Since 1979 the Aging & Disability Resource Center (ADRC) has played a critical role as Brown County's resource for comprehensive and unbiased information about public benefits and community services for seniors, adults with disabilities and their caregivers. The ADRC is here for you during this transition to help you make the best choice for your future care.

ADRC Information and Assistance staff will provide Enrollment Counseling for you, your guardian, and/or Power of Attorney. Enrollment Counseling is designed with your needs in mind. We listen to understand your unique situation, focusing on needs and preferences. Staff will explain your choices so that you can make an informed decision, selecting the program the best fits your needs.

To provide as much convenience as possible the ADRC is planning a number of ways for you to participate in Enrollment Counseling and enroll in the plan of your choice. ***Please call 448-4399 to register for a group session or to schedule an appointment.***

- **Group Meetings:** See the back of this flyer for dates, times, and locations to attend a meeting. We've selected locations convenient to you; ASPIRO, the CP Center, NEW Curative, and the ADRC. ***Additional Group Enrollment Sessions will be scheduled in July, August, and September.***
- **Pre-Scheduled Weekly Appointments:** We will have weekly appointments on Tuesdays and Thursdays that include times scheduled beyond our regular offices hours. Tuesdays, 12:00 pm - 6:00 pm or Thursdays, 7:00 am – 1:00 pm Appointments will be held at the ADRC, 300 S. Adams Street, Green Bay, (45 minutes each).
- **Other Appointments:** Other appointments will be available during regular office hours. Monday - Friday, 8:00 am - 4:30 pm

We are committed to helping you in this transition. We know this is a big change in your life. During the upcoming months we will work on other ways we can meet with you to be sure everyone gets the assistance they need.

Contact Us:

Enrollment Counseling phone line 920-448-4399, TTY: WI Relay 711 or

Email: BC.ADRC.Enrollment@co.brown.wi.us

Thank you – We look forward to working with you.



How do I Enroll in Family Care & IRIS?

The ADRC of Brown County will be holding One Hour Group Enrollment Presentations on these programs to explain the Enrollment Process and offer an opportunity for an individual appointment with an Enrollment Counselor available after the Group Presentations on a first come, first serve basis.

Date & Time	Location
Wednesday, March 4, 2015 Group Presentation 3:00 pm - 4:00 pm Individual Sessions with an Enrollment Counselor 4:00 pm - 4:30 pm	ADRC 300 S Adams St Green Bay, WI 54301
Tuesday, March 24, 2015 Group Presentation 6:00 pm - 7:00 pm Individual Sessions with an Enrollment Counselor 7:00 pm - 7:30 pm	ASPIRO 1673 Dousman Street Green Bay, WI 54303
Saturday, March 28, 2015 Group Presentation 9:30 am - 10:30 am Individual Sessions with an Enrollment Counselor 10:30 am - 11:00 am	ADRC 300 S Adams St Green Bay, WI 54301
Tuesday, April 7, 2015 Group Presentation 1:00 pm - 2:00 pm Individual Sessions with an Enrollment Counselor 2:00 pm - 2:30 pm	N.E.W. Curative 2900 Curry Ln Green Bay, WI 54311
Friday, April 24, 2015 Group Presentation 12:00 pm - 1:00 pm Individual Sessions with an Enrollment Counselor 1:00 pm - 1:30 pm	CP Center 2801 S Webster Ave Green Bay, WI 54301
Saturday, May 16, 2015 Group Presentation 10:00 am - 11:00 am Individual Sessions with an Enrollment Counselor 11:00 am - 11:30 am	ADRC 300 S Adams St Green Bay, WI 54301
Wednesday, June 3, 2015 Group Presentation 1:00 pm - 2:00 pm Individual Sessions with an Enrollment Counselor 2:00 pm - 2:30 pm OR Group Presentation 5:30 pm - 6:30 pm Individual Sessions with an Enrollment Counselor 6:30 pm - 7:00 pm	ADRC 300 S Adams St Green Bay, WI 54301

Please call (920) 448-4399 to register for a group Enrollment Sessions!

Unable to attend one of the Group Enrollment Sessions

The ADRC will be offering weekly opportunities for 45 minute private Enrollment Counseling.

Please call (920) 448-4399 to schedule an appointment.

Tuesdays
12:00 pm - 6:00 pm

Thursdays
7:00 am - 1:00 pm

Brown County Human Services Board Nicolet Psychiatric Hospital Governing Body Responsibilities

Hospital policies related to the governing body will be reviewed and revised by the governing body and the Hospital Administrator to reflect compliance with 42 CFR 482.12

The Human Services Board is comprised of four individuals who also participate on the County Board.

The Hospital Administrator will submit monthly written reports to the Human Services Board that include the following:

- 1) Summary of issues related to patient care
- 2) Summary of issues related to contracted services
- 3) Summary of issues related to patient complaints, actions taken, and resolution/status
- 4) Pending or received federal and state regulatory concerns and citations

At least annually, the governing body will review and approve the hospital's policies.

Additionally, one member of the Human Services Board will be designated to participate on the hospital's QAPI Committee. This individual's term to participate on the QAPI Committee will be at least one year. This individual and the hospital's Quality Assurance Coordinator shall provide written summary reports of QAPI activities to the Human Services Board on a quarterly basis.

QAPI meetings will be held on an ongoing basis. For the period of March 2015 through June 2015, meetings will be held monthly. Effective July 2015, meetings will be held at least quarterly.

Hospital policies related to the QAPI program will be reviewed and revised by the governing body and the Hospital Administrator to reflect compliance with 42 CFR 482.21. Specifically, the governing body and Hospital Administrator shall ensure that the hospital policies address the following:

QAPI

1. Inclusion of method by which actions, goals, and follow up data/evaluations are developed within the QAPI program
2. Identification of the position(s) or individual(s) responsible for fulfilling the role of Quality Assurance Coordinator
3. Method by which the hospital ensures that all departments are represented in the process of data collection and analysis

Patient Safety

1. Description of the hospital's patient safety program related to QAPI
2. Inclusion of activities that show measurable improvement in areas of patient safety including reduction of risk associated with errors/incidents related to medications, medical and nursing procedures, and equipment.
3. Method by which performance improvement projects related to patient safety are selected.
4. Method by which root cause analyses are conducted for patient safety errors/incidents.

5. Method by which preventive actions and information related to errors/incidents is transferred throughout the hospital.
6. Identification of the position(s) or individual(s) responsible for fulfilling the role of Patient Safety Coordinator.

Hospital Oversight

1. Inclusion of all hospital departments and services including contracted services
2. Inclusion of relevant indicators specific to the hospital's patient population and directly related to improved health outcomes and medical error prevention and reduction
3. Method by which the hospital measures, analyzes, and tracks quality indicators
4. Frequency and detail of data collection
5. Procedures by which the QAPI committee evaluates the services furnished directly by the hospital including contracted services
6. Procedures by which the QAPI committee identifies quality and performance problems, implements relevant action steps, and conducts effectiveness monitoring to show measurable progress and maintenance of action steps
7. Method and consistent forms to ensure documentation of multidisciplinary QAPI activities including maintenance of data, development and implementation of action plans, review of effectiveness of QAPI activities, and revision/re-evaluation of implemented actions
8. Selection of appropriate individuals who comprise the QAPI committee including representation from the Governing Board, medical staff, contracted service providers, hospital administration, and all departments
9. Mandatory attendance at QAPI meetings by appropriate staff who comprise the QAPI committee
10. Completion of root cause analysis for sentinel events/adverse outcomes/high risk and high volume conditions

Inclusion of a member of the governing body (one member from the Human Services Board) on the QAPI committee.

Plan/action implemented to prevent recurrence:

The governing body, defined as described below, shall meet at least six times per year. The chair of the governing body shall ensure that minutes of meetings are retained for a period of not less than seven years.

Social Services

The governing body is responsible for approving the policy revision outlined below and for ultimately ensuring ongoing compliance with the policy as written.

The Social Services Manager is developing a discharge planning protocol that will be incorporated into policy and includes essential items to ensure consistency in the discharge planning process. These items include:

1. Referral sources for post-discharge needs
2. Information and education to provide to the patient
3. Coordination of care (including appointments)

4. Hand-off communication to community providers to ensure consistency in the discharge planning process
5. Documentation of activities related to discharge planning

Inclusion of a member of the governing body (one member from the Human Services Board) on the QAPI committee

Process for intervention by governing body if hospital fails to comply with QAPI policies and requirements

The QAPI committee will receive training on the revised policies.

The governing board will receive training on QAPI requirements.

Person who will implement the plan:

Hospital Administrator and Human Services Director.

Person who will monitor plan for future compliance:

Chair of the governing body (Chair of the Human Services Board) and the Human Services Director.

Nursing

The governing body will provide final approval on revised policies prior to implementation. Specifically, the Hospital Administrator and director of nursing shall ensure that the hospital policies address the following:

1. Initiation of the nursing care plan upon admission
2. Input by social services, the physician, and other relevant disciplines within 24 hours with completion of the multidisciplinary coordinated care plan within 48 hours
3. Inclusion of physiological and psychosocial factors and method by which the treatment plan is updated to reflect changes in the patient's status
4. Discharge planning as a goal for each patient
5. Inclusion of short term and long term goals that are measurable and achievable and specific to the patient's needs and desired outcomes
6. Inclusion of interventions that are patient-specific and developed in collaboration with the multidisciplinary team including at minimum the physician, social services, and nursing
7. Process by which documentation of goal attainment or revision occurs to reflect progress or changes in the patient's status and treatment needs
8. Documentation of review of treatment plan at least every seven days

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, January 20, 2015 at 5:00 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Chair Erickson, Carl Soderberg, Delores Pierce, Duane Pierce, Ed Koslowski, Jim Haskins, Rosemary Desisles, Jerry Polus, Joe Witkowski, Lynn Geiser, Tracy Rosinski

****Running Total of Veterans' Certificates: 1681**

1. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 5:00 p.m.

2. Invocation.

3. Approve/Modify Agenda.

Chair Bernie Erickson noted that Ken Corry was not in attendance as noted in Item 7, however, Lynn Geiser was in attendance and could be introduced and report at Item 7 instead of Corry.

Motion made by Jim Haskins, seconded by Rosemary Desisles to approve the Agenda as amended. Vote taken. MOTION CARRIED UNANIMOUSLY

4. Approve or Modify Minutes of November 19, 2014.

Motion made by Joe Witkowski, seconded by Duane Pierce to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

5. Possible discussion/review regarding Veterans Appreciation Day at the Brown County Fair in preparation for 2015.

Jerry Polus reported that he had spoken with MSG Kelly with the Air Force Band and followed up the conversation by submitting a request for the band to perform at the Appreciation Day at the Fair. He will keep this group advised as to a commitment from the band. Polus continued that somewhere in the April time frame he will invite someone from the female veterans group to sit in on a meeting to discuss the recognition of female veterans at the Fair. This will be added as a standing item on the agenda for the coming months and Polus would like to get the word out to as many female veterans as possible so they can be recognized.

Ed Koslowski stated that he will be inviting the group, Guitar for Vets, to set up a table in the tent at the Fair, but he will make it clear to them that they are not able to solicit donations. Guitars for Vets is a program that provides veterans with guitars and a formula to learn how to play which provides opportunities for self-expression and positive human interaction. This group was founded in Milwaukee in 2007 and now has more than 40 chapters in 20 states.

6. Report from Committee Members Present (Erickson, Desisles, Haskins, Koslowski, Maino, Pierce, Rosinski & Witkowski).

-Erickson reported that he had checked with the City of Green Bay with regard to using the band stand at the Fair and was advised that the cost to rent the band stand would be \$250 - \$500; however, it is not possible for the band stand to be used outside of the city limits. Rosemary Desisles felt that some type of covered stage would be appropriate for weather

reasons. Tracy Rosinski asked about the cost of the band as Heartland has offered to pay for the band but if there is no charge for the band, perhaps they could put the money towards some type of covered stage.

-Rosemary Desisles commented on the fundraiser that was held at The Ravine recently for the Army v. Navy game. She indicated that the event raised several hundred dollars which was good for the first year.

-Jim Haskins reported that he went to the Elks Club on December 5 for a free dinner and program for veterans. It was a good event and he noted that there was a bus of veterans from King in attendance. Haskins estimated that 50 – 60 people attended the program which consisted of several speakers and was followed by a performance by an illusionist. Haskins also stated that he had recently attended the basketball game between Preble and East honoring veterans. He stated that Mayor Schmitt spoke at the event and presented a plaque to Tracy Rosinski for her work with veterans.

Haskins continued that he had recently seen an article regarding how New Orleans ended veteran homelessness. New Orleans is the first city in America to complete First Lady Michelle Obama's Mayors Challenge to End Veterans Homelessness.

Haskins also commented on the Beret Jackson auctions he had seen recently where a 1950 Futureliner was sold for \$4 million dollars with all of the proceeds being donated to the Armed Forces Foundation.

-Ed Koslowski reported that the United Patriotic Society will hold its appreciation dinner on February 16, 2015 at The Woods. Reservations are due by February 2 and the cost to attend is \$13.50 per person. Gwen Green would be the person to contact for further details. The Veteran of the Year award will be given at the event along with several other recognitions.

Koslowski continued that the Hoops for Troops event will be held at Bayport High School on February 13, 2015. Those interested in attending can meet at the VFW at 6:00 p.m. There will be representatives in uniform from each branch of service. This is more of a recognition event than a fundraiser.

-Duane Pierce reported that he had recently had a brief meeting with the man who runs the business district on Military Avenue and interest was expressed in the possibility of closing off Military Avenue for a parade for veterans, possibly on the Fourth of July. Pierce will continue to keep this subcommittee advised in this regard.

-Tracy Rosinski reported that Heartland is looking at getting author Debra Grassman back this spring with the hopes that she can make an appearance at the Veterans Service National Conference in Appleton. She is also hoping to have Grassman do a Soul Injury ceremony.

-Witkowski did not have anything to report other than wishing all members a Happy New Year.

7. Introduction of potential subcommittee member, Ken Corry.

Lynn Geiser reported that a Giving Back to Veterans event will be held on February 28 beginning at noon at the Warpinski Community Center at 515 Monroe Street. The event will include a free meal for veterans along with free warm clothes, free haircuts and free music. A number of different organizations will come together for the event to help veterans.

With regard to Hope for Vets, Geiser is still working on the 501C3 so the winter event and the nursing home events will be mainly donations and volunteers. They do have volunteers that can take monetary donations as well.

Pierce reported that Geiser had an idea to do an Easter basket giveaway for veterans in the three largest area nursing homes which are Parkview Manor, Bornemans and Woodside on the west side. Pierce noted that there are 15 – 20 veterans at each of these facilities and they have scheduled the visits to the nursing homes for March 30 and March 31 and the baskets will be distributed at that time. This event is another way to remember veterans and let them know that they are not forgotten.

Geiser continued that Desisles wants a summer stand down. She noted that this would be a great deal of work and she will keep this group advised. The stand down would be a one or two day event with professionals brought in to assist veterans in various ways. This was done in Milwaukee last year.

Witkowski asked Polus if he had a master list of women veterans in the County and Polus indicated that he could obtain that information. Erickson also noted that he has spoken with several female veterans he has run into and they will also help get the word out.

8. Report from CVSO Jerry Polus.

Polus reported on Veterans Court and noted that they had two graduates last week, including the first female member. The Veterans Court continues to have a high level of success and Polus would appreciate continued support for the program. He noted that there has not been any recidivism among the participants and the program has seen 15 – 16 graduates so far.

9. Comments from Carl Soderburg.

Carl Soderberg reported that the biggest issue he has been hearing about is the Veterans Choice card which allows veterans to receive non-VA care if there is not VA care available within a 40 mile radius or if the wait time for services at a VA facility is more than 30 days. Problem areas are in northern Door County as these people are technically within 40 miles of the Menominee Clinic as the crow flies, however, a boat would be needed to get there. Congressman Ribble continues to make inquiries as to changing this regulation. Polus indicated that he spoken with the VA in Milwaukee on this and that it is somewhat of a confusing program as some veterans believe that the card allows them to receive care at non-VA facilities, however, this is not the case. The program was designed for those areas that are more remote, such as in the state of Wyoming. Polus was advised that there are only a few areas in Wisconsin that really are not within 40 miles of a VA facility. Polus indicated that veterans should call the toll free number on the back of their cards for clarification.

The other item Soderberg reported on was an e-mail he had received from Dave Kurtz of the American Legion regarding the Wounded Warrior Project. The e-mail indicated that Guidestar, a charity rating service, indicated that Wounded Warrior Project spends an extremely high amount of their money on themselves and very little gets to the veterans. Pierce indicated that he has heard figures that anywhere from 20 – 60% is retained by the organization instead of being used to help veterans. He indicated that he had also received and e-mail on this that referred to the Wounded Warrior Project as “an illegal scam”. Soderberg continued that the Guidestar report states that over \$155 million was taken in and about \$5 million dollars, or 3.5%, was given to veterans.

10. Such Other Matters as Authorized By Law.

Copies of the poem Jim Haskins wrote, *All Gave Some, Some Gave All*, were printed and distributed to the subcommittee. Erickson will have a copy of the poem framed to be hung in Room 201.

Pierce also advised the Subcommittee that an older gentleman dressed in a Marine uniform attended the event at the Fair last year asking to be in the tent but Pierce advised him that donations were not accepted in the tent. Pierce has recently heard that this same gentleman

was at a Packer game soliciting donations but had been arrested for fraud as he was not a veteran and had never been in the military service.

11. **Adjourn.**

Motion made by Jim Haskins, seconded by Joe Witkowski to adjourn at 5:44 p.m. Vote taken.
MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Recording Secretary

From – Dan Robinson, Brown County Supervisor, District 19

Date – February 18, 2015

That the new County Human Services Director and the Human Services department staff put together a report to be presented at the August Human Services Committee meeting, with monthly updates to the Committee in the interim, that examines:

- *The Community Treatment Center/In-patient mental health and AODA County Services,*
- *Community mental health and AODA County Services, and*
- *Mental health and AODA services offered by the community in general with which the County has a partnership (e.g., the money we pay to the Crisis Center for its emergency services).*

Within each of these areas, the assessment should address:

- *What the community needs are*
- *What the County's legal responsibilities are*
- *What we're doing well*
- *What we're not doing well*
- *Where the gaps are*
- *How we can improve things*
- *How we can better collaborate with community partners, and*
- *What this effort will cost.*

HEALTH & HUMAN SERVICES DIVISION
2014 TO 2015 CARRYOVER FUNDS

<u>DEPARTMENT</u>	<u>ACCOUNT #</u>	<u>PURPOSE</u>	<u>AMOUNT REQUESTED</u>
<u>Health</u>			
Health Grants	100.060.300/305.XXXX	Unspent Grant Funds	All Grant Restricted Funds
<u>Veterans Service Office</u>			
Veteran's Support Services	100.084.001.5370	Funds earmarked for assistance to needy veterans	27,560
			27,560
<u>H.S. Management System Capital Project</u>			
	423.032.431.XXXX	Continuation of project implementation	All funds
<u>Managed Services Capital Project</u>			
	426.076.XXXX	Continuation of project implementation	All funds

Approved by County Executive:


Signature

2/19/15
Date

3, 4

These are the available funds at this time. They may be changed for any audit or adjusting entries.

March 19, 2014

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION ON HELPING FAMILIES MOVE
FROM HOMELESSNESS TO SELF-SUFFICIENCY**

WHEREAS, a safe, stable home is essential for any child to grow up healthy and happy, and become a contributing member of the community; and,

WHEREAS, the number of Brown County families who are homeless has been on the rise in recent years, in part because of the economic recession; and,

WHEREAS, the options for homeless families to find temporary shelter in Brown County are limited; and,

WHEREAS, Golden House, the domestic abuse program and shelter in Green Bay, was unable to shelter 269 women and children in 2012 because of limited capacity, and also were sought out by another 228 women and children who were not suffering from domestic violence but were still in need of shelter; and

WHEREAS, the number of families who are on the waiting list for housing at Freedom House has grown to over 100; and,

WHEREAS, the number of children who are homeless in the various Brown county school systems has been increasing, numbering over 1300 students during the 2012-2013 school year, according to the data from the McKinney-Vento Program that assists homeless children; and

WHEREAS, much of the public discussion around homelessness has focused on homeless single adults, while the greatest unmet need, perhaps, resides with homeless families; and,

WHEREAS, the Brown County Board, in August 2013, passed a resolution that expressed support for efforts to address homelessness, including the creation of a ten-year plan and educating the public on the problem of homelessness; and,

WHEREAS, efforts have begun to reconstitute the Brown County Board's Homeless Issues and Affordable Housing Subcommittee; and,

WHEREAS, family self-sufficiency and respect for the dignity and worth of all people, especially children, are worthy goals that both the Brown County Board and Humans Services department wish to promote; and,

WHEREAS, the latest projections for the Community Programs fund balance within the Brown County Human Services department indicate that the fund balance will have over \$500,000 of

undesignated funds by the end of fiscal year 2013; and,

WHEREAS, the Brown County Board of Supervisors wishes to use these funds in a manner consistent with the mission of the Human Services department; and,

WHEREAS, the Brown County Board seeks to invest in long-term efforts to promote family self-sufficiency, and thus reduce the costs to county residents of increased social service use;

NOW, THEREFORE, BE IT RESOLVED, that the Brown County Board of Supervisors includes in the 2014 Brown County budget a one-time expenditure of \$75,000 to create a fund to be used to provide grants to local projects seeking to reduce the problem of homelessness among families and to promote self-sufficiency, such as:

- establishing new transitional housing units for families, that would include support from a social service agency;
- enhancing existing transitional housing support efforts with families, such as home visits, educational and job training programs, etc.;
- expanding support and educational programs that promote self-sufficiency for homeless families, such as budgeting, substance abuse counseling, etc.;
- creating a ten-year plan to address homelessness in Brown County; and,

BE IT FURTHER RESOLVED, that the \$75,000 used to establish this fund be taken from the Community Programs fund balance; and,

FINALLY, BE IT RESOLVED, that these funds shall be administered by the Brown County Board's Homeless Issues and Affordable Housing Subcommittee, who will establish the application process and criteria for evaluating applications (including preference for applications that have some level of matching funds), as well as award the grants.

Respectfully submitted,

Daniel Robinson
Brown County Supervisor
District 19

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Authored by: _____

Final Draft Approved by Corporation Counsel

2014
BUDGET ADJUSTMENT REQUEST

15-07

Category


Approval Level

- | | |
|--|---|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: | Director of Admin |
| • Reallocation to another account strictly for tracking or accounting purposes | |
| • Allocation of budgeted prior year grant not completed in the prior year | |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount | Oversight Comm
2/3 County Board |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue | Oversight Comm
2/3 County Board ✓ |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund | Oversight Comm
Admin Committee
2/3 County Board |


Justification for Budget Change:

There was a net increase of 9 clients serviced under the funding code of CIPIMFP during the 2014 budget year. Because it is difficult to determine when clients will pass away and when clients will come onto the plan, the budget adjustment is being done at this time. The budget adjustment below reflects both the increase in revenue from the state and the increase in expenses associated to the additional number of clients serviced during the year.

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.7000.CIP	PURCHASED SERVICES CIPII-	140,000
		IIMFP	MFP	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.4302.047	STATE GRANT AND AID REVENUE	28,000
		8	CIPII MFP NON FED	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.4302.047	STATE GRANT AND AID REVENUE	112,000
		9	CIPII MFP FEDERAL	
<input type="checkbox"/>	<input type="checkbox"/>			


Signature of Department Head
Department: Human Services
Date: 1-29-15

AUTHORIZATIONS


Signature of POA or Executive
Date: 2/4/15

TS
202
7

2014
BUDGET ADJUSTMENT REQUEST

15-08

Category

Approval Level

- | | |
|---|---|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount | Oversight Comm
2/3 County Board |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund | Oversight Comm
Admin Committee
2/3 County Board |

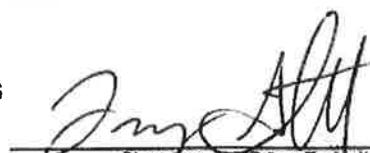
Justification for Budget Change:

There was a net increase of 1 client serviced under the funding code of CIP1B during the 2014 budget year. Because it is difficult to determine when clients will pass away and when clients will come onto the plan, the budget adjustment is being done at this time. The budget adjustment below reflects both the increase in revenue from the state and the increase in expenses associated to the additional number of clients serviced during the year.

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.163.7000.CIP 1BMFP	PURCHASED SERVICES CIP1B- MFP	705,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.163.4302.047 5	STATE GRANT AND AID REVENUE CIP1B ONEY FOLLOWS PERSON GPR	141,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.163.4302.047 6	STATE GRANT AND AID REVENUE CIP1B MONEY FOLLOWS PERSON FED	564,000
<input type="checkbox"/>	<input type="checkbox"/>			

AUTHORIZATIONS


 Signature of Department Head
 Department: Human Services
 Date: 1-29-15


 Signature of DOA or Executive
 Date: 2/4/15

BROWN COUNTY HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Phone (920) 448-6000 Fax (920) 448-6126

Nancy Fennema, *Interim Executive Director*

- AGENDA -

Meeting of the Human Services Committee

Wednesday, February 25, 2015

Location: Room 200-Northern Building

Time: 5:30pm

1. Executive Director's Report.
2. Detox Update.
3. Financial Report for Community Treatment Center and Community Programs.
4. Statistical Reports.
 - a) Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - b) Monthly Inpatient Data – Bellin Psychiatric Center.
 - c) Child Protection – Child Abuse/Neglect Report.
 - d) Monthly Contract Update.
5. Request for New Non-Continuous Vendor.
6. Request for New Vendor Contract.

Interim Executive Director's Report to the Human Services Committee – February 2015

Members of the Committee:

The Human Services Department is an active entity. Through our various units and programs we work to meet the often challenging needs of people in our community every day. In the past month we were able to find homes for 9 children at 4:00 am one morning when a drug bust was made in our area. We are working with the local authorities in an effort to have advanced information in the future. This is the second time in recent months that we have assisted in relocating children in the middle of the night without prior notice. We do not need to know the particulars of a planned bust. We would however like to be informed if they suspect there are children in the home. We have a shortage of Foster Homes so our system is additionally taxed at these times.

Towards the end of January the State of Wisconsin completed a Medicare/ Medicaid survey for the Nicolet Psychiatric hospital. We received a number of deficiencies. I worked with Administration and hired consultants to assist us with the Plan of Correction. They will develop the plan working with our employees and they will help us in the implementation of the plan.

In working with our Financial and Long Term Care units, as well as the Human Resources Department, I recently notified approximately 56 employees of a possible layoff. Additional information about the transition to Family Care is attached to this report. We begin to transition clients in July and anticipate completion of the transition in October of this year. Transition means that the individuals we currently service in the Community Integration program, (CIP) and some individual we service in the Community Options Program (COP) will select services through one of three options. The Aging and Disability Resource Center (ADRC), and the state of Wisconsin are instrumental in the Family Care Transition.

Behavioral Health continues work with the various treatment court programs and the development of the Comprehensive Community Services funding source. Economic Support is working with the Bay Lake Consortium in an effort to continue regional services, and will have some additional work as people transitioning into Family Care. Financial Services is beginning to close the books for 2014 and enter information for 2015.

Contract and Provider Relations had a successful year, reviewing and revising our contracts, enhancing relationships with our providers, and assisting with various Department projects.

I am pleased to welcome Lisa Kay Peters as our new Project Manager for the Avatar project scheduled for full implementation later this year.

Departmental Openings Summary

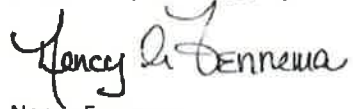
To: Human Services Committee

From: Department of Human Services

Position	Vacancy Date	Reason for Leaving	Fill or Hold
CTP Worker	1/19/2015	Transferred w/I unit	Fill
Clerk II - ES	1/19/2015	Transfer w/I Unit	Fill
Economic Support Specialist	1/30/2015	Transferred to ADRC	Fill
Economic Support Specialist	2/5/2015	Resignation	Fill

Clerk II - CTC	2/6/2015	Resignation	Fill
Behavioral Health Supervisor	2/25/2015	Resignation	Fill
Economic Support Specialist	2/27/2015	Resignation	Fill

Respectfully Submitted By:



Nancy Fennema
Interim Executive Director

BROWN COUNTY HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Phone (920) 448-6064 Fax (920) 448-6126

Tim Schmitt, Budget and Finance Director

To: Human Services Board, Human Services Committee

Date: February 1, 2015

Subject: 2014 financial forecast for Community Programs and Community Treatment Center

Financial results are forecasted through December 31, 2014.

Community Programs is forecast to meet budget for 2014. CP was budgeted to post a deficit for 2014 due to budgeted one time funding for Our Place, Crisis Center, and Willow Tree. Aside from the aforementioned contributions, both revenue and expenses are expected to be at or near budget.

The Community Treatment Center is forecast to post a deficit for 2014. Operating expenses were reduced to minimize the deficit as Bay Haven posted lower than expected revenue. Bay Haven posted revenues based on an actual YTD census of ~5 clients that was budgeted at ~8 clients. Operations, maintenance, and payroll were lowered but did not compensate for the lower revenue.



Community Programs Forecast

Through 12/31/14
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget * YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 201 - CP									
REVENUE									
Property taxes	15,246,722.00	.00	15,246,722.00	1,270,560.13	.00	15,246,722.00	.00	100	16,024,172.00
Intergov Revenue	80,825,544.00	421,623.00	81,247,167.00	(5,194,518.41)	.00	81,254,316.11	7,149.11	87	77,622,645.53
Public Charges	2,182,490.00	.00	2,182,490.00	139,612.93	.00	2,053,384.81	129,105.19	94	2,001,809.54
Miscellaneous Revenue	110,576.00	.00	110,576.00	23,855.94	.00	56,825.78	53,750.22	51	27,006.46
Other Financing Sources	30,300.00	20,673.00	50,973.00	4,565.00	.00	53,090.04	(2,117.04)	104	84,612.09
REVENUE TOTALS	\$98,395,632.00	\$442,296.00	\$98,837,928.00	(\$3,755,924.41)	\$0.00	\$98,664,338.74	\$187,887.48	100	\$95,760,245.62
EXPENSE									
Personnel Costs	21,015,674.00	(20,662.00)	20,995,012.00	2,223,983.14	.00	20,478,657.25	(516,354.75)	98	19,191,476.87
Operating Expenses	77,529,143.00	462,988.00	77,992,131.00	4,152,703.61	53,282.70	78,292,599.39	300,468.39	100	76,872,693.26
Outlay	19,500.00	.00	19,500.00	.00	.00	(425.00)	(19,925.00)	-2	16,531.50
EXPENSE TOTALS	\$98,564,317.00	\$442,326.00	\$99,006,643.00	\$6,376,686.75	\$53,282.70	\$98,770,831.64	(\$235,811.36)	100%	\$96,080,701.63
Fund 201 - CP Totals									
REVENUE TOTALS	98,395,632.00	442,296.00	98,837,928.00	(3,755,924.41)	.00	98,664,338.74	187,887.48	89	95,760,245.62
EXPENSE TOTALS	98,564,317.00	442,326.00	99,006,643.00	6,376,686.75	53,282.70	98,770,831.64	(235,811.36)	100	96,080,701.63
Fund 201 - CP Totals	(\$168,685.00)	(\$30.00)	(\$168,715.00)	(\$10,132,611.16)	(\$53,282.70)	(\$106,492.90)	(\$47,923.88)		(\$320,456.01)



CTC Forecast

Through 12/31/14
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Budget		Amendments	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
Fund 630 - CTC										
REVENUE										
Property taxes	2,597,267.00		.00	2,597,267.00	216,438.88	.00	2,597,267.00	.00	100	3,236,508.00
Intergov Revenue	5,959,474.00		.00	5,959,474.00	338,037.09	.00	5,213,234.13	1,828,443.87	86	3,873,756.80
Public Charges	4,233,637.00		.00	4,233,637.00	73,393.79	.00	3,990,631.79	243,005.21	94	4,500,222.74
Miscellaneous Revenue	624,600.00		.00	624,600.00	197,102.00	.00	624,600.00	(986,841.47)	100	368,368.17
Other Financing Sources	.00		10,186.00	10,186.00	95,362.76	.00	10,186.00	(95,362.76)	100	1,784,783.11
REVENUE TOTALS	\$13,414,978.00		\$10,186.00	\$13,425,164.00	\$920,334.52	\$0.00	\$12,435,919.15	\$989,244.85	93%	\$13,763,638.82
EXPENSE										
Personnel Costs	9,632,125.00		10,186.00	9,642,311.00	821,234.95	.00	9,603,652.55	38,658.45	100	9,949,951.67
Operating Expenses	4,503,013.00		.00	4,503,013.00	161,595.56	.00	4,177,733.26	325,279.74	93	4,626,201.68
Outlay	.00		.00	.00	.00	.00	.00	.00	+++	(418.00)
EXPENSE TOTALS	\$14,135,138.00		\$10,186.00	\$14,145,324.00	\$982,830.51	\$0.00	\$13,781,385.81	\$363,938.19	97%	\$14,575,735.35
Fund 630 - CTC Totals										
REVENUE TOTALS	13,414,978.00		10,186.00	13,425,164.00	920,334.52	.00	12,435,919.15	989,244.85	93	13,763,638.82
EXPENSE TOTALS	14,135,138.00		10,186.00	14,145,324.00	982,830.51	.00	13,781,385.81	363,938.19	97	14,575,735.35
630 - CTC Totals	(\$720,160.00)		\$0.00	(\$720,160.00)	(\$62,495.99)	\$0.00	(\$1,345,466.66)	\$625,306.66		(\$812,096.53)

Brown County Human Services
Community Programs Fund balance report

Special Revenue Fund: Funds used to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects
Fund balance is defined by Governmental Accounting, Auditing, and Financial Reporting as the difference between assets and liabilities reported in a governmental fund

	3300.100/200 Desig Subseq Yr Exp	3300.700 Desig Cap Proj	3300.400 Reserve for Prepaid	Total
Balance as of 1/1/2013	\$ 4,901,828	\$ 1,100,000	\$ 210,618	\$ 6,212,446
transfer	\$ 1,100,000	\$ (1,100,000)	\$	\$ -
Transfer for prepaid expense			\$ (192,351)	\$ (192,351)
2013 CP Surplus	\$ 863,960		\$	\$ 863,960
Estimated CTC funds transfer (to cover deficit)	\$ (1,184,416)		\$	\$ (1,184,416)
End balance 12/31/13	\$ 5,681,372	\$ -	\$ 18,267	\$ 5,699,639

*Note: Fund balance does not represent cash on hand
Cash is consumed by working capital requirements (i.e. Accounts Receivable)

**BROWN COUNTY COMMUNITY TREATMENT CENTER
JANUARY 2015 BAY HAVEN STATISTICS**

ADMISSIONS	January	Year to Date 2015	Year to Date 2014
Voluntary - Mental Illness	20	20	31
Voluntary - Alcohol	0	0	0
Voluntary - AODA/Drug	0	0	0
Police Protective Custody - Alcohol	0	0	0
Commitment - Alcohol	0	0	0
Commitment - Drug	0	0	0
Court-Ordered Evaluation	0	0	0
Emergency Commitment- Alcohol	0	0	0
Emergency Detention - Drug	0	0	0
Emergency Detention - Mental Illness	0	0	0
Court Order Prelim. - Mental Illness	0	0	0
Court Order Prelim. - Alcohol	0	0	0
Court Order for Final Hearing	0	0	0
Commitment - Mental Illness	0	0	0
Return from Conditional Release	0	0	0
Court Order Prelim. - Drug	0	0	0
Other	0	0	0
TOTAL	20	20	31

AVERAGE DAILY CENSUS	January	Year to Date 2015	Year to Date 2014
Bay Haven	2	2	5
TOTAL	2	2	5

INPATIENT SERVICE DAYS			
Bay Haven	66	66	159
TOTAL	66	66	159

BED OCCUPANCY			
Bay Haven	14%	14%	34%
TOTAL (15 Beds)	14%	14%	34%

DISCHARGES			
Bay Haven	21	21	30
TOTAL	21	21	30

DISCHARGE DAYS			
Bay Haven	69	69	145
TOTAL	69	69	145

ADMISSIONS BY UNITS			
Bay Haven	20	20	31
TOTAL	20	20	31

AVERAGE LENGTH OF STAY			
Bay Haven	3	3	5
TOTAL	3	3	5

ADMISSIONS BY COUNTY			
Brown	16	16	25
Door	0	0	0
Kewaunee	2	2	0
Oconto	0	0	2
Marinette	0	0	0
Shawano	1	1	0
Waupaca	0	0	0
Menominee	0	0	0
Outagamie	1	1	0
Manitowoc	0	0	3
Winnebago	0	0	0
Other	0	0	1
TOTAL	20	20	31

AVERAGE LENGTH OF STAY BY COUNTY			
Brown	3	3	4
Door	0	0	7
Kewaunee	3	3	19
Oconto	0	0	3
Marinette	0	0	0
Shawano	13	13	0
Waupaca	0	0	0
Menominee	0	0	0
Outagamie	5	5	0
Manitowoc	0	0	4
Winnebago	0	0	0
Other	2	2	13
TOTAL	3	3	5

NEW ADMISSIONS			
Bay Haven	19	19	6
TOTAL	19	19	6

In/Outs	Current	YTD	2014
	0	0	0

READMIT WITHIN 30 DAYS			
Bay Haven	1	1	4
TOTAL	1	1	4

**BROWN COUNTY COMMUNITY TREATMENT CENTER
JANUARY 2015 NICOLET PSYCHIATRIC CENTER STATISTICS**

ADMISSIONS	January	Year to Date 2015	Year to Date 2014
Voluntary - Mental Illness	18	18	14
Voluntary - Alcohol	0	0	0
Voluntary - AODA/Drug	0	0	0
Police Protective Custody - Alcohol	0	0	0
Commitment - Alcohol	0	0	0
Commitment - Drug	0	0	0
Court-Ordered Evaluation	0	0	0
Emergency Commitment- Alcohol	0	0	0
Emergency Detention - Drug	0	0	0
Emergency Detention - Mental Illness	49	49	63
Court Order Prelim. - Mental Illness	0	0	1
Court Order Prelim. - Alcohol	0	0	0
Court Order for Final Hearing	1	1	1
Commitment - Mental Illness	0	0	0
Return from Conditional Release	13	13	3
Court Order Prelim. - Drug	0	0	0
Other	0	0	0
TOTAL	81	81	82

AVERAGE DAILY CENSUS	January	Year to Date 2015	Year to Date 2014
Nicolet	9	9	11
TOTAL	9	9	11

INPATIENT SERVICE DAYS	January	Year to Date 2015	Year to Date 2014
Nicolet	293	293	336
TOTAL	293	293	336

BED OCCUPANCY	January	Year to Date 2015	Year to Date 2014
Nicolet	59%	59%	68%
TOTAL (16 Beds)	59%	59%	68%

DISCHARGES	January	Year to Date 2015	Year to Date 2014
Nicolet	81	81	81
TOTAL	81	81	81

DISCHARGE DAYS	January	Year to Date 2015	Year to Date 2014
Nicolet	301	301	364
TOTAL	301	301	364

ADMISSIONS BY UNITS	January	Year to Date 2015	Year to Date 2014
Nicolet	81	81	81
TOTAL	81	81	81

AVERAGE LENGTH OF STAY	January	Year to Date 2015	Year to Date 2014
Nicolet	4	4	4
TOTAL	4	4	4

ADMISSIONS BY COUNTY	January	Year to Date 2015	Year to Date 2014
Brown	61	61	47
Door	3	3	2
Kewaunee	2	2	4
Oconto	3	3	9
Marinette	3	3	2
Shawano	3	3	3
Waupaca	0	0	1
Menominee	1	1	0
Outagamie	1	1	1
Manitowoc	3	3	9
Winnebago	0	0	2
Other	1	1	1
TOTAL	81	81	81

AVERAGE LENGTH OF STAY BY COUNTY	January	Year to Date 2015	Year to Date 2014
Brown	4	4	4
Door	2	2	6
Kewaunee	4	4	4
Oconto	2	2	3
Marinette	1	1	2
Shawano	3	3	5
Waupaca	0	0	0
Menominee	3	3	1
Outagamie	4	4	0
Manitowoc	5	5	8
Winnebago	0	0	2
Other	4	4	0
TOTAL	4	4	4

NEW ADMISSIONS	January	Year to Date 2015	Year to Date 2014
Nicolet	29	29	51
TOTAL	29	29	51

In/Outs	Current	YTD	2014
	4	4	2

READMIT WITHIN 30 DAYS	January	Year to Date 2015	Year to Date 2014
Nicolet	15	15	6
TOTAL	15	15	6

**BELLIN PSYCHIATRIC CENTER
INVOLUNTARY AND VOLUNTARY CHILD/ADOLESCENT ADMISSIONS
Jan-15**

VOLUNTARY ADMISSIONS	18
INVOLUNTARY ADMISSIONS	11

VOLUNTARY INPATIENT DAYS	74.34
INVOLUNTARY INPATIENT DAYS	48.62

VOL. AV. LENGTH OF STAY	4.13
INVOL AV. LENGTH OF STAY	4.42

Report of Child Abuse/Neglect by Month

Month	2014	2015	% Change from 2014 to 2015
January	403	415	2.98%
February	433		
March	427		
April	485		
May	474		
June	351		
July	308		
August	301		
September	437		
October	438		
November	413		
December	394		
Total	4864		

Reports Investigated by Month

Month	2014	2015	% Increase
January	152	135	-11.18%
February	140		
March	157		
April	166		
May	157		
June	129		
July	136		
August	108		
September	154		
October	138		
November	113		
December	119		
Total	1669		

Agency	Contract Sent	Contract Returned	Original Contract Amount	Updated Contract Amount
ADAMS AFH	12/11/14	1/6/15	\$111,218	\$111,218
ADAMS, R AFH	12/11/14	12/22/14	\$27,049	\$27,049
ADULT CARE LIVING OF NE WI	11/20/14	12/8/14	\$205,640	\$205,640
ADRC	11/20/14	12/1/14	\$72,000	\$72,000
ADVOCATES FOR HEALTHY TRANSITIONAL LIVING LLC	12/15/14	1/6/15	\$15,000	\$15,000
ADVOCATES, EXTENSION LLC	1/8/15	1/15/15	\$120,000	\$120,000
AGE WELL CENTRE FOR LIFE ENRICHMENT	1/26/15	1/29/15	\$240,000	\$240,000
AGNESIAN HEALTHCARE INC	12/11/14	2/2/15	\$22,100	\$22,100
ALL ABOUT KIDS, INC.	12/15/14	1/12/15	\$130,800	\$130,800
ANGELS ON ARCADIAN	11/20/14	12/1/14	\$1,531,200	\$2,347,125
ANGELS TOUCH ASSISTED LIVING	11/20/14	1/6/15	\$175,000	\$175,000
ANNA'S HEALTHCARE (COUNTRY LIVING)	11/20/14	12/18/14	\$445,641	\$445,641
ANU FAMILY SERVICES, INC. (FORMERLY PATH)	12/15/14	1/12/15	\$180,000	\$180,000
ARTISAN ASSISTED LIVING	11/20/14	12/22/14	\$480,566	\$480,566
ARTS AFH	11/20/14	11/24/14	\$30,132	\$30,132
ASPIRO INC	1/8/15	1/19/15	\$3,396,518	\$3,396,518
BELLIN HEALTH OCCUPATIONAL HEALTH SOLUTIONS	2/8/15		\$40,000	\$40,000
BELLIN PSYCHIATRIC CENTER			\$10,000	\$10,000
BENNIN, MARILYN	12/15/14	1/26/15	\$9,000	\$9,000
BERGER AFH	11/20/14	11/24/14	\$67,120	\$67,120
BETHESDA	12/11/14	1/6/15	\$14,300	\$14,300
BIRCH CREEK	11/20/14	1/8/15	\$1,235,182	\$1,235,182
BISHOPS COURT	11/20/14	1/8/15	\$1,304,662	\$1,304,662
BOLL ADULT CARE CONCEPTS	12/22/14	1/6/15	\$825,000	\$825,000
BOURASSA AFH	11/20/14	12/9/14	\$18,720	\$18,720
BORNEMANN CBRF	12/11/14	1/6/15	\$282,919	\$282,919
BROTOLOC HEALTH CARE SYSTEMS	12/12/14	1/6/15	\$982,600	\$982,600
BRUNETTE AFH	11/20/14	12/1/14	\$52,152	\$52,152
BRUSS SUPPORTIVE COMMUNITY LIVING	11/20/14	12/4/14	\$273,214	\$273,214
BUSSE AFH	11/20/14	12/1/14	\$66,444	\$66,444
CAPELLE AFH	1/26/15	2/2/15	\$63,572	\$63,572
CARE FOR ALL AGES	12/18/14	1/8/15	\$156,000	\$156,000
CARRINGTON MANOR ASSISTED LIVING	11/20/14	11/25/14	\$92,628	\$92,628
CATHOLIC CHARITIES	12/15/14	12/22/14	\$173,406	\$173,406
CENTERPIECE LLC	12/11/14	12/18/14	\$150,000	\$150,000
CENTURY RIDGE OF GREEN BAY, INC.	11/20/14	12/1/14	\$387,932	\$387,932
CEREBRAL PALSY INC.	1/8/15	1/15/15	\$1,510,200	\$1,510,200
CEREBRAL PALSY OF MIDEAST WI INC	11/20/14	12/9/14	\$4,800	\$4,800
CHILDRENS SERVICE SOCIETY	12/15/14	1/15/15	\$25,000	\$25,000
CHRISTENSEN AFH	11/20/14	12/1/14	\$74,357	\$74,357
CLARITY CARE INC	11/20/14	12/18/14	\$1,838,347	\$1,843,567
COGNITIVE CONCEPTS	11/20/14	1/13/15	\$278,977	\$278,977
COMFORT KEEPERS INC	11/20/14	12/1/14	\$734,494	\$734,494
COMPASS DEVELOPMENT	11/20/14	1/15/15	\$1,198,927	\$1,198,927
COMPASS DEVELOPMENT SHC INC	11/20/14	1/15/15	\$500,000	\$500,000
CONLEY AFH	11/20/14	11/24/14	\$36,645	\$36,645
CONNECTIONS LLC	12/15/14	12/22/14	\$25,000	\$25,000
CURO CARE LLC	12/11/14	1/6/15	\$503,440	\$503,440
DARNELL RECEIVING HOME	12/15/14	2/2/15	\$13,140	\$13,140
DEATHERAGE-VELEKE AFH	11/20/14	12/1/14	\$20,759	\$20,759
DEBAERE AFH	11/20/14	12/11/14	\$69,240	\$69,240
DEER PATH ASSISTED LIVING INC	12/11/14	1/8/15	\$182,500	\$182,500
DODGE COUNTY (DBA CLEARVIEW)	12/12/14		\$222,000	\$222,000
DORN AFH	11/20/14	12/2/14	\$22,008	\$22,008
DUNGARVIN WISCONSIN LLC	11/20/14	12/4/14	\$686,931	\$686,931
DYNAMIC FAMILY SOLUTIONS	12/15/14	1/6/15	\$59,400	\$59,400
EAST SHORE INDUSTRIES	11/20/14	12/1/14	\$46,594	\$46,594
ELSNER AFH	11/20/14	1/26/15	\$14,348	\$14,348
ENCOMPASS CHILD CARE	12/15/14	1/6/15	\$15,000	\$15,000
ENGBERG AFH	11/20/14	12/1/14	\$39,216	\$39,216
FAMILY SERVICE OF NORTHEAST WI, INC.	12/15/14	1/6/15	\$2,173,415	\$2,173,415
FAMILY TRAINING PROGRAM	12/15/14	2/2/15	\$155,000	\$155,000
FENLON AFH	11/20/14	12/1/14	\$48,137	\$48,137
G & I OCHS INC.	11/20/14	12/1/14	\$1,936,174	\$1,936,174

Agency	Contract Sent	Contract Returned	Original Contract Amount	Updated Contract Amount
GAUGER AFH	11/20/14	12/1/14	\$32,844	\$32,844
GOLDEN HOUSE	12/18/14	1/6/15	\$63,086	\$63,086
GOLTZ J. AFH	11/20/14	12/8/14	\$24,360	\$24,360
GONZALEZ AFH	12/18/14	1/19/15	\$79,062	\$79,062
GOODWILL INDUSTRIES	11/20/14	12/1/14	\$77,166	\$77,166
GREEN BAY TRANSIT COMMISSION	NO CONTRACT		\$400,000	\$400,000
GRONSETH AFH	11/20/14	11/25/14	\$44,736	\$44,736
HARMONY LIVING CENTERS LLC	11/20/14	1/6/15	\$221,838	\$221,838
HEAD AFH	11/20/14	12/1/14	\$87,826	\$87,826
HELPING HANDS CAREGIVERS	11/20/14	12/1/14	\$350,000	\$350,000
HIETPAS AFH	11/20/14	12/1/14	\$24,992	\$24,992
HOEFT AFH	11/24/14	12/2/14	\$29,713	\$29,713
HOME INSTEAD SENIOR CARE	11/20/14	12/8/14	\$200,000	\$200,000
HOMES FOR INDEPENDENT LIVING	11/20/14	12/8/14	\$6,252,622	\$6,461,278
IMPROVED LIVING SERVICES	12/22/14	1/6/15	\$943,100	\$943,100
INFINITY CARE INC	11/20/14	12/1/14	\$380,128	\$380,128
INNOVATIVE COUNSELING(AUTISM)	12/15/14	2/5/15	\$50,000	\$50,000
INNOVATIVE SERVICES	2/9/15		\$13,430,200	\$13,430,200
INTERIM HEALTHCARE STAFFING	11/20/14	2/9/15	\$25,000	\$25,000
J & DEE INC.	11/20/14	12/1/14	\$1,821,000	\$1,821,000
JASMER AFH	12/11/14	1/6/15	\$13,608	\$13,608
KAKUK AFH	11/20/14	12/4/14	\$32,292	\$32,292
KCC FISCAL AGENT SERVICES	1/8/15	1/15/15	\$4,200,000	\$4,200,000
KCC SERVICES INC	11/20/14	11/25/14	\$2,000	\$2,000
KINDRED HEARTS	11/20/14	12/8/14	\$890,100	\$890,100
KLARKOWSKI AFH	12/11/14	2/3/15	\$22,932	\$37,300
KLECZKA-VOGEL AFH	11/20/14	12/4/14	\$77,376	\$77,376
KLEIN, DR. (AUTISM)	12/15/14	12/22/14	\$50,000	\$50,000
KPI INC	11/20/14	12/1/14	\$12,400	\$12,400
KRUEGER RECEIVING HOME	12/15/14	1/6/15	\$13,140	\$13,140
KUSKE AFH	11/20/14	11/24/14	\$25,692	\$25,692
LAD LAKE	12/22/14	1/6/15	\$40,000	\$40,000
LAKEWOOD ASSISTED LIVING	11/20/14	12/22/14	\$64,000	\$64,000
LAMERS BUS LINES, INC.	1/22/15	1/29/15	\$850,000	\$850,000
LANCASTER GARDENS	1/27/15	2/2/15	\$37,000	\$37,000
LAURENT AFH	11/20/14	12/9/14	\$50,352	\$50,352
LISKA, JOANN	12/15/14	1/13/15	\$5,000	\$5,000
LUND VAN DYKE INC	12/18/14	1/6/15	\$210,000	\$210,000
LUTHERAN SOCIAL SERVICES	12/22/14	1/15/15	\$900,000	\$900,000
MACHT VILLAGE PROGRAMS INC	1/6/15	1/15/15	\$600,000	\$600,000
MARLA VIST MANOR ASSISTED LIVING	11/20/14	11/24/14	\$129,404	\$129,404
MARTIN AFH	11/20/14	12/8/14	\$19,509	\$19,509
MATTHEWS SENIOR LIVING	11/20/14	1/22/15	\$202,380	\$202,380
MCCORMICK MEMORIAL HOME	11/20/14	12/1/14	\$198,484	\$198,484
MEADOWLANDS	11/20/14	12/1/14	\$39,871	\$39,871
MELOHN AFH	11/20/14	1/6/15	\$39,480	\$39,480
MILQUETTE AFH	11/20/14	12/4/14	\$22,344	\$22,344
MORAINES RIDGE LLC	11/20/14	12/8/14	\$200,000	\$200,000
MYSTIC ACRES LLC	12/11/14	1/6/15	\$70,812	\$70,812
MYSTIC CREEK LLC	12/11/14	1/6/15	\$105,000	\$105,000
MYSTIC MEADOWS LLC	12/11/14	1/6/15	\$149,400	\$149,400
NEMETZ AFH	11/20/14	12/1/14	\$71,744	\$71,744
NEW COMMUNITY SHELTER INC	12/15/14	1/6/15	\$40,000	\$40,000
NEW CURATIVE REHABILITATION	2/5/15	2/12/15	\$1,124,415	\$1,124,415
NEW VISIONS TREATMENT HOMES OF WI, INC	1/29/15		\$42,000	\$42,000
NEW VIEW INDUSTRIES	11/20/14	1/13/15	\$43,240	\$43,240
NORTHWEST PASSAGE	12/15/14	2/9/15	\$67,500	\$67,500
ODD FELLOW REBEKAH HAVEN	11/20/14	11/25/14	\$140,000	\$140,000
OPTIONS LAB INC	1/27/15	2/5/15	\$40,000	\$40,000
OPTIONS TREATMENT PROGRAM	12/11/14	1/15/15	\$100,000	\$100,000
ORLICH AFH	11/20/14	12/15/14	\$95,854	\$95,854
OSTAPYUK AFH	11/20/14	1/6/15	\$56,058	\$56,058
PANTZLAFF AFH	11/20/14	12/4/14	\$28,904	\$28,904
PARAGON INDUSTRIES	12/15/14	1/22/15	\$746,800	\$746,800

Agency	Contract Sent	Contract Returned	Original Contract Amount	Updated Contract Amount
PARENT TEAM	12/15/14	1/6/15	\$227,300	\$227,300
PARMENTIER AFH	11/20/14	12/1/14	\$91,465	\$91,465
PATIENT PINES	11/20/14	11/24/14	\$284,000	\$284,000
PHOENIX BEHAVIORAL HEALTH SERVICES	12/11/14	12/18/14	\$25,000	\$25,000
PNUMA HEALTH CARE	12/11/14	12/22/14	\$358,600	\$358,600
PRODUCTIVE LIVING SYSTEMS	11/20/14	1/15/15	\$768,452	\$768,452
RAVENWOOD BEHAVIORAL HEALTH	12/11/14	1/15/15	\$70,600	\$70,600
REHAB RESOURCES	12/11/14	1/6/15	\$122,200	\$122,200
REM-WISCONSIN II, INC.	11/20/14	12/1/14	\$1,335,480	\$1,335,480
RENNES ASSISTED LIVING CORP	11/20/14	12/1/14	\$75,000	\$75,000
RES-CARE WISCONSIN	11/20/14	12/11/14	\$19,344	\$19,344
ST. VINCENT HOSPITAL	12/11/14	1/20/15	\$117,300	\$117,300
SALDANA AFH	12/8/14	1/19/15	\$43,360	\$43,360
SCHAUMBURG, LAURIE	12/15/14	1/20/15	\$25,000	\$25,000
SCHULTZ AFH	11/20/14	1/13/15	\$107,772	\$107,772
SKORCZEWSKI AFH	11/20/14	1/6/15	\$18,660	\$18,660
SLAGHT AFH	11/20/14	12/8/14	\$55,246	\$55,246
SMET AFH	12/11/14	1/22/15	\$54,257	\$54,257
SOUTHERN HOME CARE SERVICES	11/20/14	12/11/14	\$35,580	\$35,580
STARR/DINGER AFH	11/20/14	12/8/14	\$23,700	\$23,700
STEVENS AFH	11/20/14	1/6/15	\$30,905	\$30,905
STILLING AFH	12/11/14	12/22/14	\$32,802	\$11,000
STIRLING PCW SERVICES	12/11/14	1/6/15	\$20,000	\$12,520
TALBOT AFH	12/15/14	1/6/15	\$23,838	\$23,838
TANZI AFH	11/20/14	12/1/14	\$85,330	\$85,330
TOMORROW'S CHILDREN INC	1/20/15	1/29/15	\$100,000	\$100,000
TREMPEALEAU	12/11/14	12/22/14	\$1,487,700	\$1,487,700
VALLEY PACKAGING INC.	11/20/14	12/22/14	\$10,386	\$10,386
VANLANEN RECEIVING HOME	12/15/14	1/20/15	\$19,710	\$19,710
VILLA HOPE	12/15/14	1/12/15	\$1,730,700	\$1,730,700
VISIONS OF N.E.W. LLC	12/15/14	12/22/14	\$107,467	\$107,467
WARREN, JOHN MD	12/22/14	1/6/15	\$165,000	\$165,000
WAUSAUKEE ENTERPRISES	11/20/14	12/4/14	\$18,586	\$18,586
WE ARE HOPE	12/8/14	12/15/14	\$20,400	\$20,400
WILLOWCREEK AFH	11/20/14	12/4/14	\$445,136	\$445,136
WISCONSIN EARLY AUTISM PROJECT	12/15/14	12/22/14	\$300,000	\$300,000
WISCONSIN FAMILY TIES	12/16/14	1/6/15	\$26,000	\$26,000
ZAMBON AFH	11/20/14	11/24/14	\$25,334	\$28,687
ZIESMER AFH	11/20/14	11/24/14	\$79,716	\$79,716
TOTAL			\$70,815,854	\$71,834,094

Brown County Human Services

TO: Human Service Committee Members

FROM: Lori Gauthier
Administrative Secretary

DATE: February 16, 2015

REQUEST FOR NEW NON-CONTINUOUS VENDOR			
VENDOR	SERVICES	DATE REQUESTED	DATE APPROVED
Miller, Rachel	Respite	1/19/2015	
Lasecki, Carolee	Day Care	1/19/2015	
HealthDirect	Pharmacy	1/23/2015	
Vandenheuvel, Jacci	Respite	1/29/2015	
Senski, Sandra	Respite	1/30/2015	
Vanberkel, Karen	Respite	1/30/2015	

Brown County Human Services

TO: Human Services Committee Members

FROM: Lori Gauthier
Administrative Secretary

DATE: February 16, 2015

REQUEST FOR NEW VENDOR CONTRACT				
VENDOR	SERVICES	CONTRACT AMOUNT	DATE REQUESTED	DATE APPROVED
Bellin Health Occupational	Drug Screening	\$40,000	2/16/2015	